



CITY OF SNOHOMISH

Founded 1859, Incorporated 1890

116 UNION AVENUE □ SNOHOMISH, WASHINGTON 98290 □ TEL (360) 568-3115 FAX (360) 568-1375

NOTICE OF REGULAR MEETING

SNOHOMISH CITY COUNCIL

in the
George Gilbertson Boardroom
1601 Avenue D

TUESDAY
August 16, 2016
7:00 p.m.

AGENDA

*Estimated
time*

- 7:00 1. **CALL TO ORDER**
- a. Pledge of Allegiance
 - b. Roll Call
2. **APPROVE AGENDA** contents and order
3. **APPROVE MINUTES** of the meetings of July 19, 2016 and July 28, 2016
- a. Workshop (P.1)
 - b. Regular Meeting (P.7)
 - c. Special Meeting (P.29)
- 7:05 4. **CITIZEN COMMENTS** - *Three minutes allowed for citizen comments on subjects not on the agenda. Three minutes will be allowed for citizen comments during each Public Hearing, Action or Discussion Agenda Item immediately following council questions and before council deliberation. Citizen comments are not allowed under New Business or Consent items.*
- 7:15 5. **PRESENTATION** – Health District Funding Proposal (P.35)
6. **PUBLIC HEARINGS**
- 7:30 a. **SET** Wastewater Rates for 2017-2019 (P.39)
- 1) Staff presentation
 - 2) Council's questions of staff
 - 3) Citizens' comments
 - 4) Close citizens' comments
 - 5) Council deliberation and action – **PASS** Resolution 1348

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- 7:45 b. Ford Avenue Street Vacation (*P.49*)
- 1) Staff presentation
- 2) Council's questions of staff
- 3) Citizens' comments
- 4) Close citizens' comments
- 5) Council deliberation and action – **ADOPT** Ordinance 2314
7. **DISCUSSION ITEMS**
- 8:00 a. Hal Moe Site Ad Hoc Advisory Committee Update (*P.65*)
- 8:10 b. Averill Youth Complex Deed Restrictions (*P.75*)
- 8:40 c. NPDES Phase II Permit Overview (*P.91*)
- 8:50 8. **CONSENT ITEMS**
- a. **AUTHORIZE** payment of claim warrants #59081 through #59266 in the amount of \$933,008.64 , and payroll checks 15040 through 15069 in the amount of \$456,389.93 issued since the last regular meeting (*P.95*)
- b. **CONFIRM** Mayor's Reappointment to Design Review Board (*P.117*)
- c. **CONFIRM** Mayor Appointment to Parks and Recreation Board (*P.119*)
- d. **CONFIRM** Mayor's Appointment to Public Safety Commission (*P.129*)
- e. **APPOINT** Lodging Tax Advisory Committee (*P.133*)
- 8:55 9. **OTHER BUSINESS/INFORMATION ITEMS**
- 9:05 10. **COUNCILMEMBER COMMENTS/LIAISON REPORTS**
- 9:15 11. **MANAGER'S COMMENTS**
- 9:25 12. **MAYOR'S COMMENTS**
- 9:35 13. **EXECUTIVE SESSION** - Personnel Matter to Review the Performance of a Public Employee, RCW 42.30.110(1)(g) and Collective Bargaining
- 9:50 14. **ADJOURN**

NEXT MEETING: Tuesday, August 23, 2016, workshop at 5:00 p.m., at the Carnegie Building, 105 Cedar Street, Snohomish.

The City Council Chambers are ADA accessible. Specialized accommodations will be provided with 5 days advanced notice. Contact the City Clerk's Office at 360-568-3115.

This organization is an Equal Opportunity Provider.

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Snohomish City Council Workshop Minutes July 19, 2016

1. **CALL TO ORDER:** Mayor Guzak called the Snohomish City Council workshop to order at 6:03 p.m., Tuesday, July 19, 2016, in the Snohomish School District Resource Service Center, George Gilbertson Boardroom, 1601 Avenue D, Snohomish, Washington.

COUNCILMEMBERS PRESENT

Derrick Burke
Karen Guzak, Mayor
Dean Randall
Tom Hamilton
Michael Rohrscheib
Lynn Schilaty
Zach Wilde

STAFF PRESENT

Larry Bauman, City Manager
Jennifer Olson, Finance Director
Steve Schuller, Deputy City Manager/PW Director
Pat Adams, City Clerk

OPEN GOVERNMENT COMMITTEE

Tom Merrill
Maegan Gray
Mary Dessein
Gary Ferguson
Paulette Norman
Colleen Dunlap

2. **PRESENTATION - Open Government Committee Recommendations:**

Mr. Bauman stated this process started formally with the Council's action to create the ad hoc Open Government Committee on December 15, 2015. The City Council also approved professional services agreements with Norton-Arnold Company for facilitation and Strategies 360 for the opinion research project. He stated there was an extensive recruitment process conducted for committee members and post cards were sent to every household in the community informing them of the City's intent to develop an ad hoc Open Government Committee. The City received twelve applications. One applicant was disqualified because they resided outside City limits. The application review committee was composed of Mayor Guzak, Mayor Pro Tem Schilaty, Planning Director Dennison, Economic Development Director Emge and Manager Bauman. The review committee met and discussed all eleven applicants. It was decided by the committee to expand the nominations from six to eight candidates, with the addition of Colleen Dunlap as the ninth member. The members as approved by the Council included: Carroll Brown, Tom Merrill, Paulette Norman, Gary Ferguson, Mary Dessein, Adrian Duran, Braden Sigua, Meagan Gray, and Colleen Dunlap.

The Open Government Committee met on six occasions to develop and review its recommendations. Citizen comments were provided. The sixth and final meeting was organized by the committee members without a facilitator and was chaired by Paulette Norman. The minutes of the meetings were taken by City staff and posted on the City's website. City management staff conducted a review of the recommendations as submitted by the committee. Their primary analysis was to determine budget capacity, general feasibility and staff capacity for the new tasks and duties provided by these recommendations. As the recommendations have been revised and finalized by the committee, staff views all of the recommendations as basically feasible and within current staff capacity. Some recommendations will be phased over the next year or possibly more. Some recommendations have been implemented already, such as communication improvements.

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Budget allocations may be required for several of the recommendations. Further direction will be required by the Council regarding budget and implementation of any contracting work related to the Open Government Committee's final recommendations. The purpose of this workshop is to engage in dialogue with the committee members, hear their recommendations and to ask questions.

Mayor Guzak thanked the committee for the work they accomplished and noted the work they have done is quite remarkable and appreciated.

Ms. Gray stated the purpose for the committee was to address some concerns regarding communication and engagement, and to address these concerns by providing recommendations on the ways in which the City can improve its existing communication and engagement programs. This includes additional strategies and techniques the City might employ to make the maximum effort to ensure that all residents and business owners within Snohomish are as fully informed as possible and able to be involved in City decision-making.

The Open Government Committee identified their *Public Communication and Engagement Goals* to be:

- 1) Open and welcoming and for city leaders to actively seek the involvement of its citizens and initiate public participation;
- 2) Free of barriers and to inform the public about most effective ways to engage in City government and explore public involvement techniques;
- 3) Be proactive and provide notification that allows ample time for citizens to learn, get involved, encourage solutions and avoid misunderstandings;
- 4) Accessible to the broadest possible audience by reaching out with a variety of technologies, messages and media. The program should create a bridge between the social, ethnic and age differences;
- 5) Public information and engagement will be consistently applied. Citizens will know what to expect;
- 6) Accountable and responsive by providing feedback to citizens regarding their ideas and comments;
- 7) Actively monitored and continually improved by measuring each communication technique for effectiveness and using only those techniques accessed and utilized most frequently; and
- 8) Focused on building trust and civic engagement by measuring citizens' access to information and involvement in City processes. Citizens want to be informed, listened to and involved.

Mr. Ferguson stated the public communication and engagement goals and values were developed from nine recommendations, which were grouped under three categories.

Category One: Enhance Levels of Transparency in City Operations and Decision-Making

-Clarify City Communications. Mr. Ferguson explained that every business has a language. He works in technology and speaks the language of technology well. This is true of the legal and business industries as well. In the early 1990s, problems with language usage emerged, particularly in government, and concerned parties came up with an initiative called "Plain Language". The purpose of Plain Language was to speak in plain speech with words and sentences that everybody understands with the idea that if people understand and comprehend the information being provided, then they perceive honesty and transparency,

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which ultimately can lead to less friction due to misunderstandings. It is recommended that the City begin incorporating Plain Language guidelines into its documents and website. He noted a link to the State of Oregon provided within their report which provides guidelines on how to implement and incorporate this over time.

-Establish Consistent Visions and Missions for All Advisory Groups. The City should compile the vision statements for every board and commission into a single document, which includes maintaining open government and citizen engagement as a core value. They should be reviewed annually.

-Establish an Open Government Resource Board to Assist with Implementation of the Committee's Recommendations. The purpose would be to assist with the implementation of the recommendations. At regular intervals, the Board would meet to review the progress of the recommendations and to provide feedback and act as a sounding board.

Category Two: Offer New Venues and Formats to Inform and Engage Greater Numbers of People

-Emphasize and Encourage Citizen Volunteers. Volunteering fosters a sense of community. Volunteering benefits citizens by helping them to feel more involved and appreciated. A concern would be that volunteers should not be used to undermine the work of City staff. Implementation would involve strengthening volunteer opportunities and enhancing the volunteer page on the website and employing different groups and opportunities

-Experiment with New Formats that Actively Encourage Greater Citizen Participation. The City should initiate a tradition of community building based on outreach, community gatherings and a more natural interaction. It should remove barriers of formality between councilmembers, city officials, staff and residents. This would involve Reach Out education and conversation in casual settings. Formats and venues suggested included Conversation Cafes, Neighbor hosting Neighbor, Community Forums, Town Hall Meetings, and Pre-Council Forums, Printed Impact Comparison Handouts, Transparency Table, Study Circle, Community Picnic, and a Multi-Type Question Survey.

-Develop and Distribute a New Citywide Magazine. It is noted the City is currently in the process of contracting with a company that will provide and distribute a quarterly magazine.

-Continue to Use Signage and Additional Methods of Reach Out Communication for Key Projects. Signage includes kiosks, banners, posters and handouts placed where people frequent. Use clear, highly visible wording on all signs to quickly communicate project information and establish one staff member who is trained in the latest trends related to signage and evaluate the effectiveness of the signage and maintain kiosks, posters and handouts at all suggested locations.

Category Three: Broaden the City's Internet Communication Program

-Improve the City's Website. Mr. Ferguson stated the Committee is recommending the City make the City website and social media a core center for citizen and government interactions. He noted it's a big task and the committee is aware CivicPlus is changing and updating the website. Key points are that the design and usability should be responsive to citizen needs and reflect consistency across departments. The website should feature a prominent and maintained area for posting announcements and alerts when actions of interest are under consideration. There should be analytics and monitoring to identify areas of current interest,

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and addressing those interests with an area for ‘trending topics’ and for measuring the effectiveness of the website. The committee also recommended an online discussion technology as a means for citizen review, comment, discussion, and input on various issues. As topics come up, citizens can weigh in.

There should also be a “Hot Topics” section and trending topics. This should be updated on a weekly basis so the information is timely, and is key to begin addressing hot topic issues with citizens. Implementation steps involve the website redesign with CivicPlus and is also related to social media.

-Incorporate Social Media into City Communications. The City should replace the “Experience Snohomish” app with one that is more focused on civic services and programs. This app will include City Council meetings and opportunities for comment, as well as the meeting schedules for various citizen committees. The app will also include information on the City’s elected and appointed officials.

Mr. Ferguson thanked the City Manager, Mayor and City Council for having the courage to do this work and opening themselves up to criticism and everything that goes along with that. He further thanked Margaret Norton-Arnold for her leadership in bringing the committee and its ideas together. As a final recommendation, due to some skepticism that the City might put their report on a shelf, he suggested that the recommendations be published and progress be shown over time.

Councilmember Rohrscheib thanked the committee for their work and noted the importance of voicing issues. He questioned the offering of new venues and what that means to the committee.

Ms. Dunlap replied the concept of changing and offering new venues will provide a fresh start. For example, the Conversation Café is a fresh approach toward interacting with citizens. Citizens are accustomed to formal presentations at City Council meetings and this is an opportunity to dialogue with councilmembers, instead of having a one way monologue.

Mr. Ferguson noted the talk with the Mayor provided a comfortable forum for citizens.

Councilmember Rohrscheib believes the suggestion of these type of forums is also related to the plain language guidelines. He asked about the City Council meeting venue and wanted to know if the current meeting location at the School District is too far out of the central area of the City. His vision is it would be nice to have the meetings closer to the center of town, so more people can be involved.

Ms. Dunlap stated having meetings in the heart of the old town would be great.

Councilmember Rohrscheib asked regarding social media and if there was any specific social media site they think would be best for the City to utilize.

Mr. Ferguson stated continued use of Facebook is acceptable.

Mr. Bauman stated as part of the webpage redevelopment, there is a contract which will allow the City to develop its own Snohomish City app which will be more consistent to the website in providing information.

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Councilmember Schilaty thanked the committee for their hard work. She asked for general feedback on the process. She noted the committee became somewhat controversial. As a Councilmember, it was difficult for her to hear that. She felt that the Council entered into this process in earnest with a desire to obtain positive results and an excellent work product. She was personally very excited about the results. She asked for the committee's feedback on how the process was for them.

Mr. Merrill stated he was extremely happy with the process.

Mr. Ferguson said the process went reasonable well. The end product was good. He thought the timing was challenging. It was a positive work environment.

Ms. Gray stated more time would have been helpful.

Ms. Dessein found the process a little more cumbersome than she expected. She is a more streamline person and she would have trimmed down the process a little bit. She was encouraged that that City wanted to do something. She is very excited about the follow up recommendation.

Ms. Dunlap saw problems with the process. She stated all the committee members were great. She thinks there could have been a better use of time. Overall, the recommendations are solid and she hopes the Council will expand on some of them. She wants to rebuild trust and to be provided with as much information as possible. The perception of hiding and back room deals builds from lack of information. Aside from that, she knows there are community members who will be dissatisfied. It boils down to lack of information. She recommends distributing information before the meetings. Rebuilding trust involves putting the information out there.

Ms. Norman noted it was difficult, but that was why they were there. She thought it was good to have a diverse group of opinions and points of view. She stated communication and information is key. She said lack of effective communication results in misunderstandings. She noted a councilmember shared something she found important. A councilmember stated it is difficult to have a conversation on a topic without it being assumed you are going in a particular direction. People need to be comfortable with having a conversation so it leads to an educated position.

Councilmember Schilaty emphasized the Council will discuss issues and it is only a discussion item. A lot of people don't understand that discussion does not mean action will be taken in a certain direction. Minds can be changed. She is proud of the work the Committee did and their open-mindedness.

Mayor Guzak reiterated that having a discussion is a discussion. It is not a decision. Decisions come after the discussions. She noted the Council can only discuss topics in open meetings and they need to be able to do that. She is also interested in what the citizens have to say, and they have multiple opportunities to do that and this allows the Council to come informed decisions.

Ms. Dunlap stated one of the meeting suggestions is to have pre-council discussion opportunity which will allow more citizen interaction with councilmembers. This would give citizens an opportunity to clarify issues they are concerned about and ask questions. It would encourage dialogue.

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Mayor Guzak is concerned about informal discussions with the Council. She stated it is a Council meeting when three or more councilmembers are present at the same time. They have to follow State law. Council is available to the public through phone calls, emails and even over coffee. Staff is also available to answer questions.

Mr. Ferguson questioned the capability of the website to facilitate some discussion on issues.

Councilmember Hamilton thanked the Committee for their work and recommendations. He stated communication needs to be open and there are a lot of questions on issues. He noted the Council may have been discussing an issue for years, and questioned the best way to get that vast amount of information out to citizens. He believes all the information can be made accessible to the public. The open data portal might be beneficial.

Mr. Bauman stated the open data portal is currently being researched and developed for the City's financial data for use by citizens.

Councilmember Schilaty stated scanning City Council agenda packets should be easy. Linking documents may be more labor intensive.

Mr. Bauman noted agenda packets can have over 200 pages of information within them and that would be challenging when considering data storage.

Ms. Dunlap stated Councilmember Hamilton has a good grasp of what the group is trying to accomplish, and that is retrieving historical information as it relates to current topics.

Mayor Guzak noted items shown within the City Council agenda packets is the culmination of all the work related to that topic.

3. ADJOURN at 7:00 p.m.

APPROVED this 16th day of August 2016

CITY OF SNOHOMISH

ATTEST:

Karen Guzak, Mayor

Pat Adams, City Clerk

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Snohomish City Council Meeting Minutes July 19, 2016

1. **CALL TO ORDER:** Mayor Guzak called the Snohomish City Council meeting to order at 7:00 p.m., Tuesday, July 19, 2016, in the Snohomish School District Resource Service Center, George Gilbertson Boardroom, 1601 Avenue D, Snohomish, Washington.

COUNCILMEMBERS PRESENT

Derrick Burke
Karen Guzak, Mayor
Tom Hamilton
Dean Randall
Michael Rohrscheib
Lynn Schilaty
Zach Wilde

STAFF PRESENT

Larry Bauman, City Manager
Cheryl Beyer, City Attorney
Jennifer Olson, Finance Director
Steve Schuller, Deputy CM/Public Works Director
Eric Fournier, Administrative Police Sergeant
Brooke Eidem, Associate Planner
Yosh Monzaki, City Engineer
Pat Adams, City Clerk

2. **APPROVE AGENDA** contents and order:

Mayor Guzak requested the 15 minute time slot allotted for the Executive Session be reduced to 10 minutes, and the personnel issue removed. She noted there would be possible action to follow regarding the potential litigation topic.

MOTION by Schilaty, second by Hamilton to amend the agenda inserting an Action Item, entitled Resolution 1350, Placing a Ballot Measure on the November 2016 General Election Regarding the Change in the Form of Government. The Action Item should be added prior to the approval of the minutes. Public comment will be taken during citizen comments later in the agenda. The motion passed unanimously (7-0).

MOTION by Schilaty, second by Rohrscheib to approve the agenda as amended. The motion passed unanimously (7-0).

3. **ACTION ITEM:** Place a Ballot Measure on the November 2016 General Election Regarding the Change in the Form of Government – **PASS** Resolution 1350

Councilmember Hamilton stated this Resolution will add to the November 2016 General Election, a ballot measure for voters to decide whether to change the form of municipal government from a Council/Manager to Mayor/Council form. A petition has been certified by the County Auditor.

MOTION by Hamilton, second by Burke to **PASS** Resolution 1350, requesting Snohomish County to add to the ballot for the November 8, 2016 General Election, a measure for voters to decide whether to change the form of municipal government from a Council/Manager form to a Mayor/Council form.

Mr. Bauman stated the City has been informed by the Elections Division of the Snohomish County Auditor's Office, a petition to hold an election concerning a change in the form of municipal government has been certified. Under State law, the next step in the process is for the City Council to consider passing a Resolution which is necessary to actually set it as a ballot measure on the November 8, 2016 General Election. The proposed Resolution 1350 would accomplish this and would be forwarded to the County if adopted by the City Council. The question is should the City Council pass Resolution 1350 in the form proposed.

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If the Council passes Resolution 1350, next steps include naming both Pro and Con Committees to participate with the County in developing pro and con statements for the voters pamphlet distributed to all registered voters in the City prior to the November election. Due to the timing of this certification process, there has not been an opportunity to advertise the pro and con committees. Therefore, Council will need to consider setting a special meeting some time before August 2, which is the deadline to send committee names to the County.

The ballot measure is one that is already established as language proposed by Resolution 1350. The Resolution was drafted by the City Attorney, and is a proposal to the County, which does not necessarily reflect the final ballot language. The County has final review and an opportunity to modify the ballot language in Resolution 1350 before it appears on the ballot.

State law requires a petition to establish such a ballot measure be signed by at least 10% of the registered voters. Based on the number of voters who voted in the last general election for Mayor, this requires a minimum of 218 valid registered Snohomish voters to sign such a petition. The County's Election Division initially certified 221 signatures were validated on these petitions. A revised certification by the County indicates the petition now has 218 valid signatures, which is the minimum necessary for a ballot petition.

Mr. Bauman stated the initial cost for establishing this on the November ballot has no cost impact for the City because the City already has a ballot measure on the November ballot; the advisory vote regarding whether the possession, sale and discharge of fireworks should be banned within the City. Therefore, adding another item, or even multiple items to the November ballot has no further cost to the City. The additional cost would come if the voters approve the ballot measure, which would then trigger the requirement for subsequent elections to elect a Mayor separately from the rest of the City Council. This would possibly be a special election for Mayor in February and a special run-off election in April 2017.

Mr. Bauman said as both would be special elections, staff is unaware of the costs at this time because costs are allocated based on the number of jurisdictions that have election measures on the ballot. The maximum cost, if no other agency has measures on the ballot, would be up to \$50,000 for each of those special elections. At this point, it is completely speculative and we don't know what the actual costs will be.

Mr. Bauman said staff recommendation is to pass Resolution 1350 requesting that Snohomish County add to the ballot of November 8, 2016 General Election, the measure for the voters to decide whether to change the form of municipal government from the current Council/Manager to a Mayor/Council form.

VOTE ON MOTION: The motion passed unanimously (7-0).

Mayor Guzak requested the Council schedule its special meeting to appoint the Pro and Con Committee.

Mr. Bauman stated staff's proposal is to provide as much time as possible to collect the names of citizens interested in serving on the Pro and Con Committees. He explained up to three names can be selected for each of the Pro and Con Committees. However, those members can use as many resources and additional people necessary in order to draft their ballot statements with the County. Staff recommendation is to schedule the special meeting

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on Thursday, July 28, which would allow time for advertising of both the special meeting date and the opportunity for self-nominations to the committees.

Councilmembers agreed the date of Thursday, July 28 works for the special meeting to select the Pro and Con Statement Committees. The meeting will begin at 7:00 p.m.

Mr. Bauman stated advertising for the meeting will be on the City's website, the Weekly Newsletter, and on social media starting tomorrow.

4. APPROVE MINUTES of the meetings of July 5, 2016:

- a. Workshop
- b. Regular Meeting

MOTION by Schilaty, second by Rohrscheib to approve the minutes of the workshop and regular meetings of July 5, 2016. The motion passed unanimously (7-0).

5. CITIZEN COMMENTS on items not on the Agenda

Mayor Guzak welcomed the citizens to the meeting. Citizen comments provide an opportunity to address issues not on the agenda. She requests that citizens provide their name and address. However, if a citizen does not wish to provide their information, the Council would still like to hear from them. She introduced the elected seven City Councilmembers and explained the Council is here to serve the citizens, make policy decisions and provide oversight and direction to staff. She introduced City staff. She noted the agenda for tonight's meeting is available on the table directly outside of the meeting room. Mayor Guzak explained the procedures for citizen comments. Citizens are given several opportunities to comment throughout the meeting. Comments are limited to three minutes and are managed by an electronic timer. Firstly, citizens will comment on items not on the agenda. Additional items where citizen comments are accepted include public hearings, action and discussion items. Citizen comments are not accepted under new business or consent items. Comments will be accepted after staff presentation and Council questions, and before Council deliberations. She asked citizens to please sign in to speak. Sign-up sheets are on the lectern. However, if a citizen has not signed in, they can still come forward to speak. The Council may not have immediate answers, but will do their best to get back to citizens. Please respect the three minute time limit and issues of civility. She noted comments are not for having a debate or a protracted dialogue, and each Councilmember has their own individual viewpoints. She welcomes citizens' perspectives and information. She also said Council and staff respond to emails, phone calls and see the City website.

Morgan Davis, 206 Avenue I, provided Yosh, Andy and Tim in Engineering with some "ataboys." He stated they have finally, after six years, agreed with him on shaving the sidewalk jog that is jutting out into the intersection of First Street, Second Street and Avenue J. Once they complete this shaving, he sees no need to make a portion of First Street, a one-way street.

Mr. Davis stated he read a City Planner from the City of Mukilteo will replace Owen Dennison who left the area for the quiet life on Whidbey Island. Back in April, he opposed the City spending a whopping \$22,000 for a private recruiter to hunt nationwide for Owen's replacement. The recruiter hired was the Prothman Company, and he believes it was Councilmember Wilde who agreed with him, or at least questioned the wisdom of not looking first in Snohomish County for local talent before hiring a nationwide head hunter.

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However, the rest of the Council rubberstamped the expensive process recommended by the City Manager. Coincidentally, the new Planning Director, like Larry Bauman, was in the newspaper business, and even worked for the City of Shoreline - Larry Bauman's previous employer. To quote what the Mayor said back in April directly from the minutes, "It takes professional expertise to help with this recruitment." In effect, saying Larry Bauman and Pat Adams don't have any professional experience in hiring a planning director. If that's the case, why do we have a City Manager being paid close to \$150,000 per year in base salary? Hiring and firing is the most important duty of a City Manager. Again, \$22,000 could have been saved by merely placing the ad in the Everett Herald, Seattle Times or Tacoma News Tribune for a planning director. It would have cost only a few hundred dollars.

Mr. Davis said the City Manager and Council waste taxpayer money. \$25,000 for an open government report for ideas already submitted by individual citizens costing no money. \$22,000 for the Prothman Company when the City Manager and HR Director could have easily recruited the Planning Director instead. Then \$15,000, and possibly a lot more, to the Mayor's private attorney, even though the recall was withdrawn according to today's Tribune. Where Mr. Davis comes from, \$62,000 is serious money that shouldn't be wasted. And these are just three examples since April.

Eleisha Clifton, responded to one of the Mayor's Facebook posts, which stated, "The kids were told the City was going to remove the Skate Park. That's definitely not true, and it's too bad the kids were used to promote someone else's agenda." She loved how the Mayor took her son's expressed concerns from the last City Council meeting and dismissed them. She stated the Mayor also turned the boys' concerns into a political blaming game instead of taking their concerns at face value. The Mayor instead said they were lied to. She is a concerned mother who knows when her son is being lied to and she was there with her son when he was holding up those signs and made damned sure he understood why. All her son said at the July 5 meeting was any construction done to the Hal Moe Pool or on the property would affect the Skate Park. He said seniors might complain about the skaters and any new buildings would need parking lots, and if anything happened to the Skate Park, the kids who have a passion for skate boarding, scootering and biking could turn to drugs and crime. Those all seem like very valuable concerns to her. The boys expressed their concerns about the Hal Moe Pool and property the Hal Moe Pool stands on. They have very justifiable concerns about their Skate Park. Are the kids wrong? She doesn't think so. Those kids were more right than any of the adults at that meeting on July 5. She wished the Mayor would give the boys the credit they deserve for being sharp and articulate, not to mention having the guts to show up to a City Council meeting. She is raising her children to have a voice, and trust her when she says her son will make sure his voice is heard. She is sorry the Mayor cannot handle when the youth are fighting for what they believe in. None of the boys ever said the Skate Park was going to be torn down. The only people that kept saying that were the people sitting on the City Council on July 5. It sickens her to know our Chair talks down about the citizens of Snohomish, especially the children. Is that the type of Chair we want running our City? She believes all voices need to be heard, even the youth and even if we don't agree with each other. She doesn't believe in people making accusations about other people's children, especially when they were not there. With that being said, she wishes all the citizens of Snohomish good luck on choosing a strong Mayor, or not.

Jerry and Elaine McClain, 1018 13th Street, sang Unchained Melody. Ms. McClain stated Karen as the Mayor of Snohomish is a good example of love and maybe this meeting doesn't show it, but she would like to speak on what she has seen. Three or more years ago, when there was a controversy about whether or not Jerry could sing on First Street, a third grade boy whom she tutored, with Jerry by her side, told her she needed to meet the Mayor and she

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would help us. She found her at Yoga Circle Studio and she did help, along with the attorney and the City Manager. Jerry can now sing on First Street whenever he wants, with amplification, in front of any business that allows him and many businesses allow him. She has been Jerry's full-time caregiver for over six years. When she needed emotional help, she went to Karen and said she would really like to be in yoga, but didn't think she could afford it. Karen told her she would not charge for Jerry, and Elaine would receive a senior discount. They go six days a week and it is very calming for both of them and good for her emotionally, physically and mentally. Jerry can be upset before going to yoga, but be completely calm coming out. Ms. McClain thanked Karen for that. She has personally experienced Karen picking up trash on First Street, helping the elderly and guiding so many in yoga to take care of themselves and opening her home to non-profit fundraisers and listening intently no matter how busy she is. How many of us can say we follow that example, yet she never would judge one of us for not doing these things. She's only supportive of everyone she's seen and leads by her example. They come here tonight to speak and to sing in gratitude for Karen as Mayor, to the police for always being there and doing their very best and protecting them from crime and drugs and to the firemen who come to the homes of the elderly and replace the smoke detectors, visit, and check in on them. To the City Council, the City Attorney and City Manager who have all worked well together to make our little City one of the brightest spots in the whole State. One of the biggest things she's learned in Karen's classes is breathing. If you need to calm down, you make your exhales longer than your inhale and do the opposite if you need energy; inhale longer than you exhale.

Bill Betten stated it has been a long six months with a lot of controversy. He thinks we all want what is best for this town. Some people may have different ideas, but at the end of the day, they all love this community. He stated July 19, 2016 – We hold these truths to be self-evident, that all men are created equal, that they are endowed by their Creator with certain unalienable Rights, that among these are Life, Liberty and the pursuit of Happiness. That to secure these rights, Governments are instituted among Men, deriving their just powers from the consent of the governed, that whenever any Form of Government becomes destructive of these ends, it is the Right of the People to alter or to abolish it, and to institute new Government, laying its foundation on such principles and organizing its powers in such form, as to them shall seem most likely to affect their Safety and Happiness. He cannot speak for the entire community of Snohomish that we all love. He is here speaking for 218 registered voters of Snohomish. Their successful, citizen-driven petition to alter or abolish the form of government is the first in the history of Snohomish that truly may effectively change the course of City government. We live by three little words – We the People. We the people tell the government what to do. It doesn't tell us. We, the people are the driver, the government is the car and we decide where it should go and by what route and how fast. Almost all the world's constitutions are documents in which governments tell the people what their privileges are. Our constitution is a document in which we, the people tell the government what it is allowed to do. We, the people are free.

Mike Coombs, 1808 Terrace, stated he went to his survey company and made out a chart in order to clarify and help people understand the Averill Field deeds. In 1922, the first deed from Snohomish County to the City of Snohomish was for playground purposes only. The second deed in 1924 was for playground purposes only. It is from the Snohomish Playgrounds Association. The money was raised to buy the property from a couple in San Diego and then they donated it to the City. What is neat about all of this is that playground purposes only is part of the legal description on this deed and that is very important. In 1988, the playground purposes only was taken off by Snohomish County, and then shortly thereafter, they deeded the north half of Lots 6 and 15 to the School District and put in the

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Hal Moe Pool. In 2013, the School District, with the same piece of property and same legal description, deeded the property back to the City with new covenants on it. In 2015, where the Boys and Girls Club is, playground purposes only was taken off on the southern part of the parcel. He believes it is relevant that when the deed was created in 1924, the legal description for the four lots were for playground purposes only. When the School District placed their own deed and restrictions on the property, he believes this deed, because it was dedicated to the City with that legal description, is going to stand. He thinks what is going on at Hal Moe Pool and the Sunday Open Market is in direct violation of the 1924 deed.

Bill Fulton, 323 Second Street, said he has been a community leader in Snohomish since 1974. He has been president of the Chamber of Commerce, worked on the City Council and he was on the Fire Board. He started the ideas to purchase the police station and the Riverview Wildlife Sanctuary. Recently, he has been the lead on the design, construction, and operation of the Aquatic Center serving as a volunteer for the School District. He spoke of systems and the basis of success in any operation is a system. In this particular case, the legal system has made this country great. A subset of that legal concept is a corporation - that is people getting together, pooling their money, voting amongst themselves to elect directors who hire professional management. With that formula, the Anglo Saxon history has gone forward and conquered the business world. Today, we are all beneficiaries of that and of that system. The same concept has been extended to the citizens in our community across the country. We benefit from the concept in Snohomish because we have a corporation where we have elected our City Councilmembers, and we directed them to hire professional management to run the affairs of the community. This model has seen Snohomish well through good times and hard times. He can remember when the City had to cut staff. Today, the community is harvesting the benefits of the City's efforts. Our management team has turned our community into a viable entity. He stated the streets are being repaired, the sewer waste problem has been addressed and the wildlife sanctuary and other parks have been added. The public has spoken and the Council and management have acted. The long term plan is working. He thanked Mayor Guzak, the Council, City Manager Larry Bauman and City staff.

Mr. Fulton said the same form of administration is present in the School District. The recent Superintendent brought the community together, rebuilding the school infrastructure and one of the resulting benefits the community enjoys today is a world class aquatic center. Professional management works. As many know, there have been a lot of times when he hasn't been quite as positive as he is tonight. In fact, at one time he was very dissatisfied so he ran for office and was elected to City Council. It quickly became apparent to him it takes two years for a person on City Council to understand what's going on. We have a system that is working and we need to stick with that system.

Marie Calozza, 904 Cleveland Avenue, asked the City Council what she has to do to be able to take a Sunday stroll on the sidewalks down First Street with her grandkids without getting chucked out of her wheel chair. There are many sections where there are not just cracks, but the sidewalk is uneven. She tried to go to the Thursday night market a couple of weeks ago in her wheelchair. She was at the corner of First Street and Cedar, and there was a large hole and her friend almost threw her into the street. She would like to know what she has to do to be able to get around Snohomish without falling out of her wheelchair, or being thrown out.

Mayor Guzak accepted her complaint and referred the issue to Steve Schuller, Public Works Director. Mr. Schuller provided Ms. Calozza with his business card, and offered to meet with her in person.

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Melody Clemens, 313 Avenue D, stated she has been reflecting and would like to say in the year 2000, her life changed. It changed so much for the better. She made a decision to become part of this town again. Although she was born and raised in Snohomish, it didn't mean she participated. She joined the Rotary service club, and it gave her so much for fifteen wonderful years. One of the things it gave her was a real awareness of what the City and government was all about and what the needs were in the town. Ultimately, she sat on the City Council with five of the current members. She knows Councilmember Rohrscheib and hasn't met Councilmember Wilde, but she can say we have a wonderful, hardworking City Council. Like Mr. Fulton said, it takes a couple of years to really understand and it takes participation in this town to understand what it means to govern. She thanked the Council, City Manager and the entire staff for all the hard work they do. It took her approximately two years to figure out what she was doing on Council. It changed her and she has a great deal of regard and respect for this town. It hasn't always been easy. She was on the Council when the great recession hit, and she watched the City staff and City Manager present a budget to the Council that would work. It wasn't easy. It was terrible times as far as layoffs were concerned. The City came out of it and came out of it strong. We now have a strong budget and government, and we are in pretty good financial shape. We have our staff, City Manager, and City Council to thank for that.

Kylie Loin, 725 Mill Avenue, said she has been a resident of the outer county for eight years and in town for another eight years. She wanted to offer her appreciation to City staff and Council. Last summer, while between jobs she had the privilege of being present for almost every City Council meeting absorbing the culture of our government. She had a profound gratitude for the way it was practiced. She thinks Council comes from a spectrum of backgrounds and beliefs and participates in respectful debate with each other, listening carefully to citizen debate and City staff information and recommendations. Council sometimes voted in the way she would not have chosen, but in a way she found to be very respectful. She thinks that although we come from different backgrounds, we have shared values, which are the health and vitality of our City and citizens, and we focus on brainstorming for improvements. Snohomish is a caring town that works together with engaged people to improve our City. She offered her profound gratitude for Council's service.

Megan, reiterated Marie's statements about the sidewalks and safety. She has a son who walks in town and a frequent conversation they have is about which areas to avoid when walking so he doesn't trip and fall. Her son limps, and it's bad to say to say to him don't go on this block or don't go there. He came home just a few days ago with a bloodied face, because he tripped on the uneven sidewalks and fell face down. She is not saying this as a threat. It's not at all where she is coming from. The sidewalks, particularly in the Pine Street and Hal Moe Pool area, and also on Tenth or 13th are very dangerous. She knows there have been cities that have been sued for these kind of things, so she thinks it is of paramount importance to handle it. When a gentleman like Morgan Davis tells Council, you're wasting money here, here and here, and then you have a serious public safety issue which is constantly being overlooked, it could cost an individual quite a bit of money in their injuries or their life, or the City and damages.

Megan asked Council if they review the minutes carefully, specifically the consent items regarding the budget. She asked if the Council reviews the approval for the expenditures carefully or is it just assumed it's okay. She isn't trying to insult or imply anything. She is just asking a question. Is it rubber stamped or is it carefully reviewed before each Council meeting?

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Mayor Guzak responded generally they do review the consent agenda. Most often, items on the consent agenda are issues that have been discussed in the past, so Council has already gone through a review process in an open meeting, and it's simply in front of them as a consent item for approval.

Megan asked specifically about the warrants.

The Mayor responded the warrants are reviewed.

Megan asked Council if there were any Councilmembers who do not familiarize themselves before they vote on them.

There was no response from the Council.

Councilmember Hamilton said not only does Council review them, but every once in a while the Council actually asks a question about one. Although rare, it does occasionally come up.

John Kartak, 714 Fourth Street, wanted to address some of the comments he heard tonight. Bill Betten read from the Constitution of the United States of America and there was a gentleman who spoke of being happy with the way the town is assembled right now, as far as how the City government is set up, because he sees it as a business model.

Mr. Kartak is happy to see there is now a choice given to the people of Snohomish. Our two highest governing officials in this town were against it, but he is happy, because this way the town's folk can have their say. They can decide whether they want to stay with the system we have right now, or go with the old original system. The original system is constitutional based, and based on a separation of powers. The main source of those separation of powers being the people, so the people can choose who to elect in our executive position, rather than having a separation between their free will. Right now, the Council decides who's going to be our executive. This puts it in the hands of the people, and it also requires that person live with us as a member of our community. Whichever way the people decide, he will support it. He might not agree with it, but as a member of CPR Snohomish, they are community advocates. They are the ones who put the petition forward and they are the ones that went out and got the signatures. They want to support what the people want. Some people are not comfortable with the City being run as a business model or as a corporation type of set up. He is a free market economist and in his personal opinion, a free market does not work well when the government is busy being run like a business.

Valerie, Fourth and Avenue F, said she moved to Snohomish three years ago and she really loves it. She wanted to bring attention to the Riverview Park, which she loves and visits a lot. She asked if there could be a four-way stop or some way of slowing traffic, such as a speed bump at the intersection of Avenue J, First Street, Second Street and Hwy 2. There is a bit of a curve on Second Street when approaching Avenue J, so it's hard to see cars coming and they are travelling fast.

Mayor Guzak asked Mr. Schuller to give Valerie his business card.

Arlyce asked where the Riverview Park is located. Mayor Guzak said it is along the river down near the sewer plant. Arlyce said she drove down there the other day and there was a big sign saying authorized personnel only. Mayor Guzak said there is a trail right by the pump station that goes down to the park.

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Arlyce stated despite what is currently happening and changes, she appreciates that the Council cares enough to serve on the Council and noted how much time they spend serving. She asked how much time Council actually spends discussing issues. She wanted to know if there are a lot of meetings where the Council discusses issues prior to the City Council meetings. She stated for the time involved and the money they receive, they must really love the City.

Mayor Guzak said they have Council meetings twice a month, and the discussions are in open meetings. Sometimes there are workshops prior to the meetings from 6:00 to 7:00 p.m. Arlyce asked if those are the only meetings, or if they have secret meetings. Mayor Guzak said they are not allowed to have secret meetings.

Councilmember Rohrscheib stated additionally Councilmembers are liaisons for the City's many Boards and Commissions. Each Councilmember is responsible for at least one, if not two or more committees that meet once a month. Councilmember Rohrscheib noted the Mayor attends no less than probably four or five meetings a month, in addition to her attendance with these various committees.

Arlyce asked how many people will be on the Pro and Con Committees for the change of government and expressed her interest in applying. Mayor Guzak informed her the openings will be advertised on the City's website tomorrow and the committees will have three members on each, but those three people can talk to many other people.

Councilmember Hamilton wanted to clarify the trailhead for Riverview Park is at the new pump station on First Street, just below where it meets Second Street.

Citizens' comments – closed

6. PRESENTATION: Snohomish Regional Drug and Gang Task Force

Mayor Guzak stated she has been looking forward to this presentation. The City recently conducted a forum on opioids and heroin drug use. The forum was held at the Snohomish High School. Mayor Guzak is glad to know the Snohomish Drug and Gang Task Force is active within the community.

Pat Slack introduced himself as the Commander of the Snohomish Regional Drug and Gang Task Force for the past sixteen years. He has represented the law enforcement community in this County since December of 1969. He is finishing his forty-seventh year in law enforcement, and his family settled here in 1911. He is a longtime resident.

The Snohomish Regional Drug and Gang Task Force was inceptioned in 1988, and operates under an Interlocal Agreement signed by all law enforcement agencies in the county. In 1988, there were three narcotics units working in Snohomish County; South Snohomish County Narcotics Unit, Snohomish County Sheriff's Office, and the Everett Police Department Narcotics Unit. The Task Force was funded under the Byrne Grant, which was created out of a New York Police Officer shot and killed by other police officers because he was operating outside of his jurisdiction and there was no communication between law enforcement to advise of it. When the Regional Drug Task Force was created, it was made up of five personnel. In 1995, Sheriff Scharff incorporated the Snohomish County Narcotics Unit into the Task Force adding another five people. In 2000, Chief Jim Scharff of the Everett Police Department incorporated the Everett Police Department Narcotics Unit and today they have about thirty-five personnel. Their major focus is mid-level to level-1 dealers.

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A level-1 dealer is someone who is moving thirty pounds of product in a 30-day period. They have a steering committee to evaluate all the law enforcement agencies in this county. The challenges the task force has faced over the years is depleting manpower. The depleting manpower comes about for a variety of reasons. One reason is the financial status within a governmental agency. In Snohomish, the local police department was disbanded to contract law enforcement. Contract law enforcement was good for Snohomish, but not good for the Task Force. Currently, there are seven out of the twenty-two cities under contract with the Sheriff's Office and in those contracts, there was no negotiation in reference to a body representing Snohomish being incorporated into the Task Force. Snohomish previously had an officer assigned to the Task Force, as did Stanwood, Sultan and others. That manpower has gone away.

Today, moving forward, the County is under the threat of heroin. Everybody talks about the opiate addiction which came out of the Oxycontin addiction, and now we're moving toward the Fentanyl addiction. Fentanyl is a synthetic drug, an opiate, and it is 100 times stronger than heroin. He represents approximately 800,000 citizens that live in this county, and his responsibility is to determine what the biggest threat is within this community, and put the resources to that area to address the threat with local police officers and federal assistance. During his time with the Task Force, methamphetamine was the big threat, then it went to oxycontin to heroin, and now to fentanyl. In the last two weeks, he has received numerous calls about high school kids going back to cocaine. The real issue, whatever the drug is, is the demand. If more attention was directed to the demand side, there would be less people incarcerated and less money would be spent. Today, there are a lot of opiate addicted people on the street. When he first went to work for the Sheriff's Office, he worked in the Snohomish County Jail. The doctor came up twice a week. He thinks there are fourteen nurses on staff at the Snohomish County Jail today. To place someone with a heroin addiction in the Snohomish County Jail, they have to go into a special module and the cost is about \$185 a day; a huge cost to the taxpayers. When the jail was first experiencing the huge heroin/opiate addiction, and they started losing people in the jail, it was because people were coming off drugs and their bodies were ravaged by drugs. A doctor can prescribe them a drug to help them deal with going "cold turkey" off the drug, but other actions in the body can't compensate and then people die. This caused large lawsuits taxpayers ending up having to pay. As we move forward today, the Task Force is doing a lot of outreach at below mid-level to level-1. They are doing street impacts with teams of people. His unit will be out in the Snohomish area tomorrow with four officers, a child protective service agent, code enforcement, the Health District, Catholic Community Services, Veterans Affairs, and some others. They will be initiating social contacts with people. They are not there to arrest people. If people run, they will get their attention and they will find out why. However, their goal is to break the cycle of these individuals and get them into treatment, which costs less money and gets them back on the right track. Some people need to be arrested. Some people have to go to jail. He has put a lot of people there in his career and he thinks all of them deserved it. The fact is, it's not getting better it's getting worse. Snohomish has been a huge help. He has met with probably a half dozen Snohomish citizens and had coffee with them to discuss what they could do at the grassroots level. He works with Lindsey Greinke who runs Hope Soldier. She's a reformed heroin addict who's been clean for about five years. He probably talks to Lindsey three times a day helping coordinate treatment for people. He works with Robert Smiley, who runs the Handup Project. Robert goes out to areas where people are living in cars, under bridges or in the woods and roots them out and gets them on the right path. He worked with the Hoff Foundation in Everett, which runs Esther's House, a Monday through Friday, daytime drop-in center for females. Women can go there to get a shower, wash their clothes, get some food, may be even get some dental work. There needs to be more of that.. The drug issue he manages is a social issue. We have a lot of people who

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are selling drugs to sustain their life, because they cannot work. Those people don't need jail or prison, they need rehabilitation. People selling drugs to make big money need long term prison. As we try to work together, we need to work outside the box. He wanted the audience to know that the Council, Mayor, and City Manager have been of great assistance to the task force in trying to resolve these problems. Commander Slack mentioned a program they started a little over a year ago called Narcan (Naloxone). He stated it is a nasal spray. He never thought in his career he would be carrying a substance that he could stick in somebody's nose and bring them back to life. In the fifteen months they have been running the program, they have 500 first responders trained and equipped with Narcan or Naloxone. They've had 58 applications and saved 50 lives. One thing he knows about treatment is that you cannot treat dead people. People make mistakes and because somebody makes a mistake, doesn't mean they should leave this earth.

Councilmember Burke thanked Commander Slack for his presentation. He asked him to share his thoughts on how his job has changed and what his observations have been since the passage of I-502. Commander Slack said he was a proponent against I-502. The substance of marijuana has 144 cannabinoids in it. One of the cannabinoids is delta-9-tetrahydrocannabinol, also known as THC. That's what people smoke it for. When he started as a cop, the level of THC was under 2% of the product. Today, what they are seizing from grown plants is in the 25-35% range. He stated there is an extraction process where you take the marijuana, granulate it, and put it into a vessel, condense it and force butane through it. This process extracts the pure THC from that product. One pound of granulated product is about one ounce of THC. That THC is somewhere between 97% and 99.9% pure THC. This oil is used in cookies, candies, and a variety of other substances. They are now seeing people in the emergency room overdosing on THC. One of the things the public does not understand is when you smoke this substance, it goes into your lungs and immediately into your bloodstream. When you digest the substance, it takes 60 to 90 minutes for it to be absorbed into your system. So people are going to parties, ingesting a brownie or a cookie, or drinking a small bottle infused with this liquid substance and they don't feel anything. They then go ahead and take a couple shots of tequila - maybe some other substance, and smoke a joint and tip over and fall down. It's been said marijuana does not kill people. However, when you take any drug that makes you think you can fly, and you jump off a 10-story building, obviously the fall kills you but what created the fall? We are dealing with a high toxicity of this percentage of this product and one of his major concerns is our youth. I-502 threw our youth under the bus. What he means by that is if a law enforcement officer stops someone under the age of 21, and they smell marijuana in the car or they think the individual has used marijuana, they are now guilty of driving under the influence because it is not legal for them to have it. He was at the Marine recruiter station today with a 19-year old man. Nice kid who wants to get into the Marines, but he can't because he can't pass the urine test. More than likely if things don't turn around for him, he going to be one of the incarcerated. Out of Colorado, there was an article that he will forward to the Mayor documenting the huge impact to the youth. The teenaged brain doesn't finish developing until age 24 or 25 years of age. The last part of the brain to develop is the frontal lobe, where decision making processes are made. Marijuana or THC inhibits that part of the brain to continue growing.

Councilmember Rohrscheib commented that he attended the heroin forum and he didn't recognize Commander Slack out of uniform. He further stated he really enjoyed the conversation and the information Commander Slack shared. He was disappointed in the lack of turnout, however. Due to the fact that heroin has such a huge impact in our City, it was surprising there wasn't more participation from the citizens. He hopes there will be another forum in the near future and that Lindsey Greinke can speak to Council about her organization. She is very devoted to getting people back on track. Commander Slack said of

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all the communities in this county, Snohomish had a great turnout. There were about 125 people. He's gone to other community forums and there were only four people in attendance.

The Mayor asked Commander Slack how people can obtain additional information.

Commander Slack stated there is a website and a Facebook page. If people have questions that can go on to the Snohomish Regional Drug and Gang Task Force website or contact him by email. He is more than happy to answer questions or to speak to their group.

Mayor Guzak thanked Commander Slack for his presentation and for the Task Force's work.

7. PUBLIC HEARINGS:

a. New Land Use – Community Based Theaters – ADOPT Ordinance 2312

Mayor Guzak recused herself stating she owns a property which could at some point be used as a community based theater. Mayor Pro Tem Schilaty led the discussion in her absence.

Associate Planner Brooke Eidem said staff previously provided a briefing on this item to the Council on June 21, 2016 following a Planning Commission public hearing on June 1, 2016. The proposed amendments would affect three chapters of Title 14. The first is the Definitions chapter 14.100 where a new definition of community based theaters is proposed. It specifies the use must be owned and operated by a non-profit organization and also allows some limited accessory uses such as concession sales. There is also a definition for theater proposed, simply to create a distinction between the two, as previously "theater" was not defined.

The next chapter is 14.207 Land Use Tables, where community based theaters is added as a conditional approval in the single family zone. This means it would go through the conditional use permit process including a public hearing in front of a hearing examiner. The proposal would need to be consistent with the conditional use criteria of SMC 14.65.020. In addition to three specific conditions including a maximum floor area of 4,000 square feet, the property must be located in the Historic District, and it must have direct access to a collector arterial or a minor arterial.

The last chapter affected by the proposed amendments is 14.235 Parking Requirements. In this chapter, the proposed amendment would apply the existing parking requirement for theater use to community based theaters as well. That requirement is one stall for every four seats. Again, the Planning Commission held a public hearing and recommended approval of the regulations outlined in Ordinance 2312 on June 1, 2016.

Citizen Comments:

Mary Dessen stated she is a big fan of the Thumbnail Theater. It was a land grant in 1898 from Grover Cleveland and the land grant is framed in the theater. She read in the Council minutes the building was eighty years old, but it is much older. They started construction in 1903. It was in 1960, they decided they needed bathrooms. The bluegrass concert to be held this Sunday is sold out. It's amazing. Those people will come into town for coffee, dinner and to visit the other historic buildings in the area. She loves the theater and has told the story about the kid in the wheelchair and everybody clapped because he performed in a safe place. They have the best open mike in the northern

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hemisphere. Anybody who gets up on stage is applauded and appreciated for their work. All of those churches that provide this venue in this historical place add so much to our community.

Bill Betten asked if the Ordinance is talking about a specific location, or is it a new ordinance.

Mayor Pro Tem Schilaty said it applied to five locations throughout town.

Colleen Dunlap thinks the community theater adds so much to the culture of Snohomish. She likes the intimate venues, and the fact they are incorporated into the neighborhoods adds a lot of value to Snohomish and our sense of community. She hopes it can be worked out so they can be kept.

Citizens' comments – closed

Councilmember Hamilton said he was pleased to see this matter finally come to fruition. He noted eight or nine years ago when he was on the Planning Commission, they began looking at this process because there are a number of valuable assets in our community that don't necessarily fit into the land use they are set for, but are certainly worth preserving for the community.

MOTION by Hamilton, second by Rohrscheib that the City Council **ACCEPT** public comment and **ADOPT** Ordinance 2312 as written. The motion passed unanimously (7-0).

Mayor Guzak returned to conduct the remainder of the meeting.

b. Deferral of School, Parks, and Traffic Impact Fees – **ADOPT** Ordinance 2313

City Attorney Cheryl Beyer stated this item has been discussed quite extensively. This agenda item provides for a public hearing on the proposed amendments to Snohomish Municipal Code Chapter 14.290, School Impact Fees, 14.295 Traffic Impact Fees and Chapter 14.300, Park Impact Fees. This issue concerns the optional deferral of school, traffic and park impact fees for single family attached and detached residential construction. The Planning Commission briefing was held on June 21, 2016. Following that meeting, staff prepared Ordinance 2313. As directed by Council, the school impact fees, traffic impact fees and park impact fees have been structured to provide that the deferred impact fees will be paid prior to final inspection. Further, there is a properly noticed hearing record and all related documentation is complete. Documentation includes the environmental review, the notice to state agencies and the Planning Commission hearing. RCW 80.202 provides for statutory authority to collect impact fees and most jurisdictions do collect those fees. The State Legislature adopted Engrossed Senate House Bill 5923, which requires the City of Snohomish and all of the jurisdictions that collect impact fees under RCW 80.202, to adopt a process for deferring impact fees for single family attached and detached residential construction. Currently, the City's fees are collected at permit issuance, or prior to final plat approval. This will be a new procedure which provides for collection before the final inspection. The new regulations must be in place by September 1, 2016.

Mayor Guzak asked if this new procedure will add another layer of tracking

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development.

Mr. Bauman replied it does. However, he feels the City is well prepared to do so. There is a system in place which will ensure these fees, if deferred, are going to be tracked and accessed prior to final inspection. Staff has been carefully watching and participating in the development of this code amendment in preparation for this proposed change.

Ms. Beyer stated Exhibit C on page 72 of the agenda shows code section 14.300.065, which completely lists the code amendment in the underlined format as required. However, in the sections outline it was omitted. In the final version, there will be a Section 14.300 with the title shown in that section space.

Citizen Comment: None. Closed.

MOTION by Wilde, second by Rohrscheib that the City Council, having held a Public Hearing on the deferred impact fee regulations, ADOPT Ordinance 2313 as amended. The motion passed unanimously (7-0).

8. **ACTION ITEM: AWARD** bid and **AUTHORIZE** City Manager to Sign a Construction Contract with Taylor's Excavators, Inc., for the 30th Street Widening Project.

Public Works Director Steve Schuller stated the location of this project is at the intersection of State Route 9 and 30th. In 2011, the voters passed a sales tax measure which allowed the formation of a Transportation Benefit District. As part of that, there were two capital projects determined by Council and various citizen groups to be key areas with congestion problems. They were identified as the five-way stop at 15th and Avenue D, which now has the completed roundabout and has been successful as far as capacity improvement, and the 30th Street Widening Project to be discussed tonight. Mr. Schuller stated when these two capital projects are completed, focus can be on pavement preservation which will be great for our road system.

As most people are aware during the commute hours, State Route 9 is extremely congested and there is only one lane that takes commuters eastbound. If a driver wants to get across 30th Street, they will just sit in traffic because people are trying to make a left turn and head north onto SR 9. It may be up to four traffic signals before you get through. So, the problem is SR 9 is completely congested and people cut through the City and go right at King Charley's to feed onto SR 9. If a driver is coming eastbound on 30th and attempts to merge, all those commuters trying to make a free right turn, make it so you can't make it into the queue, and maybe only two cars ever get onto SR 9 before the signal goes red again. This is a massive highway congestion problem and this project will not solve that. The City is trying to figure out how we can get people back and forth in the City and not get caught up in this major congestion. There are still going to be people heading eastbound on 30th, take a right onto SR 9 and they are still going to be stuck in that same traffic. However, this project will add a whole other third, right turn lane. So, a commuter will be able to go by all those people sitting in the left hand turn pocket trying to go northbound on SR 9 at 3:30 in the afternoon and will just cut across and head back to the east part of Snohomish or north of Blackmans Lake. The commuter will be able to travel in this direction without getting caught up in the left-hand turn traffic. If the commuter wants to turn right and head down SR 9, they will be able to do that. One lane will be left hand only heading northbound on SR 9 and the new lane will be a straight and right turn lane. When an improvement like this is made on a major highway, the entire intersection will need to be improved. This includes the traffic signal and

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the poles. There will also be sidewalks added. The intersection doesn't quite connect to the sidewalks, as there are still a couple of blocks on private property, but it will be fairly easy in the future to connect up that sidewalk system.

There will be improvements which will allow Community Transit to access that area and make a safe right turn. As it exists currently, a bus may end up in a ditch to the north side. It's a very narrow road. This will allow easy access for those big buses to make that turn and provide better transit service to the City.

Yosh Monzaki and Andy Sics and many others in Engineering, including Tim Cross have done a fantastic job obtaining funding for this project. They pursued and obtained a Federal Puget Sound Regional Council (PSRC) grant. The grant paid for approximately 85% of the design. The City also hired AECOM Engineering Consultants through an RFP process and AECOM did a great job working with staff on the design. Again, almost 85% of the cost of this project was paid for by grants.

The City recently went out to bid in a very competitive market, and received four bids. The bids were fairly tight. The City is required by law to select the low bidder which is Taylor's Excavators Inc., at just under \$700,000. The next one was \$718,000, then \$766,000 and \$788,000. So all were within \$100,000 of each other.

For the construction of this intersection, the City has the Transportation Improvement Board which is a State grant, paid for with 3 cents of the City's gas tax. When citizens go to the gas pump and don't want to pay the high prices, at least know 3 cents is going to help improve local roads. Over 80% of the funding for construction will be from the State grant, and 20% is going to be from our local Transportation Benefit District. 20% of this funding from the TBD is \$179,000, with a total construction project cost of \$911,000. The TBD, as approved by the voters has allowed the City to obtain this funding that otherwise it wouldn't be able to capture.

In considering the bid award to Taylor's Excavators, the City will ask for a 10% contingency which is standard, at \$764,000. The City will also use AECOM for construction management. When utilizing grant funds, there is an extensive amount of paperwork required to ensure that every dollar is allocated exactly where it's supposed to go. The process is very onerous. AECOM will be contracted for this service at \$137,000, plus a 5% contingency. Finance has also calculated the actual time for the City Engineering staff at approximately \$10,000. This results in the total construction funding for this project at \$911,000.

Mr. Schuller stated with both the roundabout capital project and the 30th Street and SR 9 capital project, the debt amount the City has incurred is zero. He thanked the City Council, City Manager, Mr. Monzaki and Mr. Cross for their great work on this.

In summary, the City was able to use existing TBD funds, and then leverage those funds with state and federal grants. This results in more funding available to complete additional pavement preservation projects.

Mr. Schuller noted in the past, the City would conduct TBD meetings which were chaired by Councilmember Hamilton. It has been discussed with staff that there is still a need to discuss transportation issues, and staff would like to propose an annual meeting to address the State of Snohomish Streets. It is proposed these meetings be held at the beginning of each year. There will be a discussion in early 2017 about the two capital projects which will hopefully have been completed, and a discussion regarding any preservation projects that have been

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accomplished. Further, staff will provide an update on all the Federal and State grant funding the City has received. The City can then direct its focus on the next five years, 2017-2021. It is the City's intent to focus on pavement preservation priorities and for Council to determine which streets will get re-paved in this next five-year time frame, and which will not.

It is staff's recommendation that the Council award the bid and authorize the City Manager to sign a contract with Taylor's Excavators, Inc. in an amount not to exceed about \$764,203.66.

Citizen Comments:

Colleen Dunlap stated the money could be saved by not repairing Fourth Street because we love our potholes. It keeps traffic slow, especially with all of the traffic coming off of Avenue D because of the stop lights. We need those potholes.

Citizen Comments closed.

Councilmember Hamilton said the Transportation Benefit District has exceeded our wildest dreams and the City really can thank the citizens for having approved it. It has made some great improvements to the City with the traffic circle and 30th street, and certainly street preservation, one of our greatest assets in the City. Staff is to be commended for the work they have done in applying for an obtaining all of this grant funding. This has been a phenomenal success for the City.

MOTION by Hamilton, second by Rohrscheib, that the City Council AWARD bid and AUTHORIZE the City Manager to sign and execute a contract with Taylor's Excavators, Inc. not to exceed \$764,203.66 including a 10% contingency for the 30th Street Widening Project.

Councilmember Randall thanked City staff. He knows at one point the City was concerned about possibly not obtaining any matching funds and with having to fund the entire project out of the TBD. He is glad staff was able to obtain this very nice grant and have this project primarily funded by the State.

VOTE ON THE MOTION: The motion passed unanimously (7-0).

Mayor Guzak asked Mr. Schuller when construction is expected to start. Mr. Schuller stated he expects construction to begin late this summer or early fall. .

9. DISCUSSION ITEMS:

a. Traffic Warrants Review

City Engineer Yosh Monzaki stated annually the City receives requests for stop signs, speed limits signs, no parking signs, and even tonight there was a request for a cross walk. The City also receives requests for traffic control devices. There are issues to consider when installing a sign. These issues relate primarily to cost and placement. However, if the sign is regulatory, staff needs to consider enforcement issues. If the sign is regulatory, there would be a violation fine, which would require an amendment to the Resolution, not to mention having to come up with a way to enforce it. There is a lot of staff time involved in reviewing traffic control devices, signs, and signals. Typically, it's based on traffic volumes, speeds, number of accidents and other factors. Some would like

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to believe signs control motorist and non-motorist behavior, but unfortunately they don't all the time. They may affect the behavior some of the time, but not all of the time. Drivers who routinely drive a certain route may get comfortable driving the route and that's why the City will have to complete an analysis to determine if a traffic control device is needed. Staff tries to avoid putting signs up just anywhere for any reason, because if you over do it, it becomes less effective.

Mr. Monzaki discussed 13th Street east of Pine Avenue, which is a narrow roadway. It's approximately 10 feet wide and serves four homes with the City reservoir to the right. It appears the road was actually originally built as a maintenance access road for the reservoir and when the homes were built, the road wasn't improved. One vehicle basically takes up the entire pavement width. Staff is recommending this segment of 13th Street be a 15 mph zone. There is a grassy shoulder area that allows cars to pull over if there's an oncoming vehicle, but making this a 15 mph zone would help the drivers to be a little more cautious coming into and out of this area.

On the northern segment of Ludwig Road and Weaver Road, staff is recommending the speed limit be reduced from 35 mph to 25 mph, which would be consistent with the southern portion of Ludwig Road which is currently 25 mph. This is primarily a residential area and there's been about 100 new homes constructed in this area. There has also been quite a few accidents along the area near the Ludwig property, some due to excessive speeds. Just last week, there was an accident due to speeds. Staff is recommending the speeds be reduced from 35 to 25 mph in this area. In addition, there are vertical sight distance issues in certain areas along Ludwig Road because of the hills.

At 16th Street and Pine Avenue, staff recommends placement of a stop sign on the northbound lane of Pine Avenue. This is mostly a residential area with a church on the west side of the intersection. Currently, it is stop controlled on the south bound lane and the west bound lane so there's a possibility of turning movement conflicts with the southbound vehicles making a left, or even the westbound vehicles making a left and expecting the northbound travelers to stop. It is recommended a stop sign be added for the northbound lane to decrease the possibility of these turning movement conflicts.

Mayor Guzak said she appreciates this explanation and the work put into it.

Councilmember Burke asked about the timing of the warrant review. Mr. Monzaki said it depends on when requests come in for a street sign or crosswalk. Councilmember Burke asked if visibility mirrors are included. Mr. Monzaki does not believe mirrors are included in the MUTCD as a recommendation, but he will check on it.

Citizen Comment.

Morgan Davis, 206 Avenue I, said the intersection of First Street, Second Street and Avenue J should be taken up under New Business, per the citizen's request. That intersection needs improvement. Many times in the past he has asked Mr. Schuller to lower the speed limit for the residential area on Second Street between Avenue E and Hwy 9, but he says no way, people speed and we want to keep them speeding to keep traffic flowing. Now he has the opposite logic. Mr. Davis recommended blinking yellow lights east and west, and blinking red lights from First Street to Avenue J. Also, there is going to be a problem with the County. 89th Avenue is in Snohomish County which is 35 mph in a rural area. It is a major arterial all the way from Second Street up Ludwig Road up to 89th and then back to Ludwig, then over to Weaver all the way to Bickford. It's a hodgepodge of speed limits. He suggests a compromise by making the whole route 35

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mph. Just like the City insists on keeping Second Street in a residential area between Avenue E and Avenue J. The logic should be 30 miles an hour all the way for consistency, and the City says it doesn't want trucks going down it, but encourage trucks to go on First Street which is 25 mph. There's a sign that states, Truck Route. That logic is fuzzy. He asked Mr. Schuller if 89th is in the County. He stated Mr. Schuller calls it from Tenth Street to 16th Street, and the County calls it 78th to 72nd. He wants to know if that is County. He is sure it is. He thinks First Street between Avenue D and Maple should be 15 mph limit. It is a dangerous area to drive any faster than 15 mph on First Street. People are backing out and jaywalking. The City encourages tourists from Seattle to jaywalk, and the bicyclists cut in front of you, people with kids walk between parked cars. It is dangerous. If the City is going to do anything, do that. He is asking the City to be consistent and improve the Second Street, First Street and Avenue J intersection as the citizen requested. Councilmember Schilaty walks there all the time down to the pump station and the City wouldn't even pave the gravel shoulder. Mr. Schuller says the EPA won't allow it. He allowed logging down there. Take a look down there at the heavy equipment and oil. You call that a wetland?

Mayor Guzak asked Mr. Schuller if he wished to address any of these issues.

Mr. Schuller responded that it was last discussed during the 2015 Comprehensive Plan approval. It was listed as one of the improvements. Staff doesn't have the exact design, but is aware it's an issue. The issue is when the City completed the combined sewer overflow project, it widened that road and added the paved trail which is over the new sewer line. It created a wonderful walking route, but how do you get across Avenue J? Possibly one way to address the issue is to expand the City's State of the Streets report to allow more time to get into some of these design options before Council. This is similar to Tenth and Maple, as Council will need to make a choice between pedestrians and low speeds and traffic capacity. Those sometimes go together, like with the roundabout where you can get a win-win, but sometimes they do not. Second Street is a major arterial and the City can add a pedestrian crossing. Because it is an arterial, the manual and uniform traffic control devices and most recent national standards say the City can't just paint a crosswalk, it would need to construct a signalized stop, and that would mean vehicles would need to stop and it would impact capacity. It's an important matter to review. It would be a major change for that area, and it's come up before. He thinks it's something the Council is interested in discussing, and would like to come up with some design ideas and present those at a future meeting. This topic can be added to the State of the Streets presentation, or be made a separate discussion item, along with any other topics Council would like to add to that list.

Councilmember Burke asked what the speed limit is on Maple in front of the pool and trails. Mr. Schuller responded speed limits were reduced from 30 mph to 25 mph. This was the result of the warrant process. Councilmember Burke understands the dual incentives. Council has discussed a micro-roundabout at that location. He drives that stretch multiple times a day and has had people come out right in front of him a number of times. He is okay with taking the speed limit down to 20 mph.

Mr. Monzaki confirmed 89th is in the County.

Mayor Guzak confirmed Council is in agreement that the recommended traffic warrants are appropriate and staff is encouraged proceed.

- b. Appointment of Pro-Con Committees Related to Fireworks Ballot Measure

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City Manager Bauman stated on April 19, the City Council adopted Resolution 1344 requesting the County Auditor's Office to place on the November 8, 2016 General Election Ballot an advisory measure asking voters to provide feedback to the City Council regarding potential, complete prohibition of sale, possession and discharge of fireworks. One of the subsequent actions the law requires an agency to take when placing a matter on the ballot is to also consider adopting a list of pro and con committee members. Staff has advertised the opportunity for these pro and con committees through the City's Newsletter, and have received three responses from citizens expressing interest in being members of the pro committee in favor of the advisory vote or prohibition. These three citizens are Don Everest, Ann Saxby and Dale Provosky. There is one suggested name for the con committee. Unfortunately, the individual does not reside within the City limits and is ineligible for the committee. The Council may appoint up to three members for each of the committees. However, if the City Council does not have members to recommend to the County for these committees, the County will also do an advertising search for additional members for these committees. It is staff's recommendation Council appoint the three members to the Pro Committee as listed, and that one of the three members be selected as the Chair for that committee, which will be the primary contact working with the County Elections Division of the County Auditor's Office.

Mayor Guzak knows of Don Everest and Ann Saxby and their distress about fireworks. She knows Dale Provosky as former Councilmember Paul Kaftkanski's wife. Mayor Guzak feels Ms. Provosky is very experienced and should be the Chair but would look to Council for discussion.

Mayor Guzak asked if there were any suggestions for members of the Con Committee or should the County do a search. She asked what would happen if there wasn't a Con Committee. Mr. Bauman said there are sometimes no committees for either side, or a committee for only one side.

The Pro Committee and Chair were selected, and the County will be allowed to seek out members for the Con Committee.

Citizen Comments

Carrie, Bonneville Avenue, stated she would be willing to be serve on the Con Committee. Mayor Guzak confirmed she can. Mr. Bauman asked her to provide him with her contact information after tonight's meeting.

10. CONSENT ITEMS:

- a. **AUTHORIZE** payment of claim warrants #59006 through #59080 in the amount of \$311,724.65 issued since the last regular meeting.
- b. **AWARD** bid and **AUTHORIZE** City Manager to Sign Construction Contract with Thomco Construction, Inc., for the 2016 Utility Improvement Project.
- c. **AUTHORIZE** City Manager to Execute Professional Services Agreement with AECOM Technical Services for Construction Management Services for the 30th Street Widening Project.
- d. **ACCEPT** Wastewater Treatment Plant Biosolids Removal and Reuse Project Closeout

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MOTION by Hamilton, second by Randall to pass the Consent Items. The motion passed unanimously (7-0).

11. OTHER BUSINESS/INFORMATION ITEMS: None

12. COUNCILMEMBER COMMENTS/LIAISON REPORTS

Councilmember Hamilton attended KLa Ha Ya Day activities this weekend and somebody caught a Pokémon in the beer garden on his shirt. He posted it to Facebook and he got a lot of likes. The Community Transit has a board workshop meeting this Thursday at 3:00 p.m. at their headquarters board conference room in Everett. It is open to the public. There will be a presentation on security cameras on the buses and the transmission of that data. It will be quite enlightening if anyone wants to come to it. Since the last Council meeting when the mini roundabouts were discussed, he saw one on the back road to Costco in Everett. It's on 116th Street SE and 56th Street SE. As you go across the Valley and before you go up Seattle Hill Road, you take the Lowell Latimer Road. 56th Street is the first left going up the hill. There is a right hand turn, and they have built a lot of new subdivisions up there and they put one of these mini roundabouts in with a flat area for big trucks to go over. He still doesn't know how well one would work at Tenth and Maple, but he's actually seen one now and he still has some concerns. The location is at a school crossing during the busy season and he also has some concerns during heavy travel time that some of the traffic will not be able to get into it because it's such a small area.

Councilmember Randall said there is an EDC meeting next week on Tuesday morning. He will have a report at the next meeting.

Councilmember Burke said the Parks and Recreation Board meets tomorrow at KLa Ha Ya Park at 7:00 p.m. The discussion will include the general overview of the park and a discussion about the boat launch. It's a very active group that gets a lot done so if anybody is interested, please attend. The formal dedication to the boat launch is on Friday, July 22 at 2:00 p.m. and everybody should be there. He knows Fish and Wildlife, Puget Soundkeepers and other stakeholder representatives will be in attendance. HDS had its regular meeting last week; Sunsets in Snohomish will take place on August 13 from 5:00 to 8:00 p.m. There will be wine tasting at participating stores. If you access the Historic Snohomish District's website, tickets are about \$17 and bring your own glass. They do a head count at 4:30 p.m.

Councilmember Rohrscheib said the ad hoc Open Government Committee workshop ran out of time, but he wanted to bring up Category 2, #4, which addressed emphasizing and encouraging volunteers. He thinks it is a great thing for the City, but at the same time volunteers need supervision and he thinks that will be a struggle. As the City moves forward, he wants to make sure that is considered in the planning process. He fully supports it, but it needs to be done right. National Night Out is on August 2, he thinks it starts at 5:00 or 6:00 p.m. The Snohomish County site for National Night Out organizations says it is from 3:00 to 8:00 p.m., but it is at 5:00 or 6:00 p.m. He hopes all Councilmembers will be able to attend. It's at the Snohomish Methodist Church, and there will be free hot dogs and a K-9 demonstration.

Councilmember Rohrscheib stated he spends a lot of time at the Boys and Girls Club and it's a big thoroughfare for a lot of kids going to the Skate Park, going between the trail to the Boys & Girls Club. He doesn't see why it has to be a through street. He would like to see it not be a public access, and eliminate the cut through traffic. They drive a little bit faster than

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someone that is coming into the lot to park. There are often times when he's trying to back up, and has to slam on the brakes really quick because someone's zipping through trying to beat the light. He doesn't think it's necessary to have to go through there. There is also a speed bump, so drivers have to sort of slow down. More times than not, you have to let one person go while the other one waits. He would like to see it become not a through street.

Councilmember Rohrscheib was excited to see at Kla Ha Ya Days on Saturday some self-defense demonstrations happening. He just signed up his daughter for Tae Kwon Do, so she can protect herself.

Councilmember Wilde said the Design Review Board's last two meetings have been cancelled. He looks forward to next month's meeting.

Councilmember Schilaty said the Economic Development Council meeting is next week. She mentioned she had fun marching at Kla Ha Ya Days. She noted the National Night Out address is incorrect. It says Lake Street, but it should be Lake Avenue. People will probably figure it out but if it can be corrected, it should.

13. MANAGER'S COMMENTS

Mr. Bauman stated the Mayor has enthusiastically endorsed and is involved in is the development of Conversation Cafés. Staff has scheduled a Conversation Café regarding Police Services on August 3 from 6:00 p.m. to 8:00 p.m. at the Carnegie Building. This is an opportunity for citizens to join the City in a conversation about law enforcement services. These Conversation Café's will be informal and relatively unconventional, in terms of a meeting environment, to explore topics through dialogue. Our community members can follow the link on the City's website for more information. We are happy to take questions community members may have in advance if they can't make the Café.

Mayor Guzak asked if more than three Councilmembers attend, does it need to be advertised. Mr. Bauman replied it would need to be published if there are more than three in attendance and posted as a City Council meeting. Mr. Bauman said the National Night Out event will be posted as a City Council meeting as more than three Councilmembers are expected to be in attendance.

14. MAYOR'S COMMENTS

Mayor Guzak looks forward to the Conversation Café.

Mayor Guzak stated she attended the Morgantown Community Picnic. The Morgantown neighborhood has a great group of folks. There was a kid's waterslide going down the hill and it was really fun.

She is on the Executive Committee of Snohomish County Tomorrow. They are working on a Strategic Plan after 25 years of doing planning in the 19 cities and with the County. They also met with Hans Dunshee and discussed Snohomish County Tomorrow, and to get a little more buy in from the County Council for working more closely with the cities.

She also enjoyed Kla Ha Ya Days and she gave a free Yoga in the Park at noon on Sunday. It was lightly attended, but good.

Mayor Guzak went to the Future of Flight to attend a meeting hosted by the Cultural Access

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Group. This is a group of organizations that does lobbying and accesses information around arts organizations. There are about forty arts organizations statewide that pay into this as membership dues; theaters, museums. Future of Flight is one of those organizations. They are talking about trying to develop long term emphasis on arts and how they can find funding for arts and history in Snohomish County. She thinks it's going to be an educational effort that they start and there's potential from the state to do a sales tax increase of .1%. This would be in the future some time. She is really excited to work with these folks to try to create more arts in this community. It is interesting to her the Future of Flight, as we often talk about STEM (Science, Technology, Engineering, and Math) - now they are talking about STEAM (Science, Technology, Engineering, Arts and Math). It's wonderful and she absolutely supports it.

Mayor Guzak reiterated the boat launch grand opening on Friday, July 22 and asked Councilmembers to please attend.

15. Adjourn to **EXECUTIVE SESSION** at 9:30 p.m. to discuss Potential Litigation with possible action to follow.
16. Reconvene and **ADJOURN** at 9:40 p.m., with no action taken.

APPROVED this 16th day of August 2016.

CITY OF SNOHOMISH

ATTEST:

Karen Guzak, Mayor

Pat Adams, City Clerk

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Snohomish City Council Special Meeting Minutes July 28, 2016

1. **CALL TO ORDER:** Mayor Guzak called the Snohomish City Council special meeting to order at 7:00 p.m., Tuesday, July 28, 2016, in the Snohomish School District Resource Service Center, George Gilbertson Boardroom, 1601 Avenue D, Snohomish, Washington.

COUNCILMEMBERS PRESENT

Derrick Burke
Karen Guzak, Mayor
Dean Randall
Tom Hamilton
Michael Rohrscheib
Lynn Schilaty
Zach Wilde

STAFF PRESENT

Larry Bauman, City Manager
Jennifer Olson, Finance Director
Angela Evans, Acting City Clerk
Cheryl Beyer, City Attorney

2. **APPROVE AGENDA** contents and order

Mayor Guzak wished to change the Executive Session from 30 minutes to 20 minutes, with no action to follow.

MOTION by Hamilton, second by Wilde to approve the agenda as amended. The motion passed unanimously (7-0)

3. **CITIZEN COMMENTS:**

Mayor Guzak welcomed the citizens to the meeting. Citizen comments provide an opportunity to address issues not on the agenda. She requests that citizens provide their name and address. However, if a citizen does not wish to provide their information, the Council would still like to hear from them. She introduced the elected seven City Councilmembers and explained the Council is here to serve the citizens, make policy decisions and provide oversight and direction to staff. She introduced City staff. She noted the agenda for tonight's meeting is available on the table directly outside of the meeting room. There is an action item and she will accept citizen comments regarding selection of the Pro and Con Committees related to the ballot measure. There is no New Business or Consent Items. Comments are limited to three minutes. The Council may not have immediate answers, but will do their best to get back to citizens. Please respect the three minute time limit and issues of civility. She noted comments are not for having a debate or a protracted dialogue, and each Councilmember has their own individual viewpoints. She welcomes citizens' perspectives and information. She also said Council and staff respond to emails, phone calls and see the City website.

Morgan Davis, 206 Avenue I, stated earlier this month, the Council authorized without any chance for public comment, \$15,000 for the Mayor's private attorney to fight the recall against her filed by an individual citizen. According to the press, the citizen withdrew his recall effort against her on July 13, citing family harassment and the Council's willingness to spend whatever it takes to stop the recall effort. He requested for the sake of open government and transparency that the Mayor please disclose to the public how much the Mayor has spent and expects to spend on her private attorneys. The citizens deserve an accounting of at least the first \$15,000 that was authorized.

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Mayor Guzak replied she will disclose the amounts, but has not yet received a bill from her attorney.

Mr. Davis stated the Mayor was quoted in this week's Tribune as saying, "My hope is that the good people in this City realize that we have a group of people who are really trying to destroy the good things that happen here." He asked the Mayor, for the record, to please explain why she thought the act of graffiti vandalism at the boat launch was connected to a group and please name the group she was referring to.

Mayor Guzak responded she is aware of the group. However, she will not be commenting.

Mr. Davis stated, for the record the Mayor refused to answer the question for transparency and open government.

Joan Whitney, 521 Cypress Avenue, stated she thinks the City Council, Mayor and City Manager are all doing a fabulous job. She appreciates everything that the Mayor has done and hopes that she can continue to do her work unobstructed.

4. ACTION ITEM – Selection of Pro and Con Committees for the Ballot Measure Regarding Change in Form of Government

City Manager Bauman stated Resolution 1350 has been forwarded to the Snohomish County Auditor's Office to schedule this matter for the General Election on November 8, 2016. The next step required for the Council to take is to appoint up to three members to the Pro Committee that will write a statement for the measure and a rebuttal to the Con Committee Statement and a Con Committee that will write a statement against the measure and a rebuttal to the Pro Committee's statement. These two committees will work directly with the Snohomish County Auditor's Office if appointed by the Council. The requirement is to appoint no more than three members and to designate one member on each committee as the Chair, serving as the main point of contact with the County Auditor. The County's website provides further information regarding the County's voter pamphlet and the administrative rules.

On July 20, immediately following the Council's action on July 19 to forward Resolution 1350 to the County, the City began advertising on social media, the City website and in the Weekly Newsletter, the opportunity for volunteers to submit their names to the City for either the Pro or Con Committees. In order to give citizens additional time to volunteer, the deadline for submitting the names was initially established as 9:00 a.m. on July 28. However, the City continued to receive additional names and he has provided the Council with an amended list of the volunteers. As initially submitted to the Council, the list consisted of five volunteers for the Pro Committee and for the Con Committee. An additional three names were submitted since Monday's agenda publication. The Council may appoint any of these three citizens.

Mayor Guzak asked if the Council would be selecting the Chair of each committee. Mr. Bauman stated the Council should designate a committee chair for each of the committees and it has the latitude to accept other names if there are citizens in the room this evening that are interested in volunteering.

Citizen Comments.

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Morgan Davis, 206 Avenue I, asked if voter registration and residency within City limits are requirements.

Mr. Bauman replied that residency and voter registration are not requirements.

Mr. Davis stated that he is not a member of the CPR group. So, he is not interested in being on the committee. He said it's a straight shooter group. He stated he asked the Mayor to name the group that she thought did this vandalism, and she replied that she has her opinion. She has her opinion and he has his opinion. Mr. Davis stated his neighbor, who he doesn't agree with, claims that it could be somebody close to the Mayor to get sympathy on this ballot issue. We all have opinions. He was expecting facts and evidence. He thought she would have a report from Chief Flood on any leads. She just has an opinion and throws out allegations, innuendo and smearing good people like John Kartak. He doesn't understand it. He thinks the Mayor is out of line jumping to conclusions and convicting a group before she even has the facts.

John Kartak, 714 Fourth Street, stated that nobody at CPR Snohomish believes the Mayor is responsible for the vandalism. None of their contributors believe it, and they didn't do it. He stated the Mayor has pretty much implied it. It's one of those things, when you have a town of 9,200 people, you are going to have some citizens that make claims like that. They are all just town's folk. When you are member of the Council and make such a claim as a member of CPR did it, it is a little bit beyond unprofessional. They didn't do it. They are all about transparency. They have had public town hall meetings and invite naysayers and supporters so they can answer questions. They have a Facebook page and engage in dialogue. There are a lot of people that come to that page and engage in dialogue they don't agree with. They probably go a little too far to the extreme that the Mayor may have gone when she implied that it was CPR who did it. We are all members of this community. As far as the Pro Committee goes, there are five of them. Three are members and founders of CPR Snohomish, Rolf Rautenberg, Bill Betten and himself. Then there are some supporters as well. There is Mike Coombs and April Brodel. He stated of these five people, there are four people who all fit into the same category. There are four middle aged males who might come with a certain viewpoint that doesn't match everybody in this town. You also have one person who is a young lady, mother and wife. He would like to point out that CPR Snohomish discussed this and any one of them are more than willing to sacrifice their name on the list to make sure there is a balanced and fair viewpoint.

Mike Whitney, 521 Cypress, asked for the legal definitions of weak mayor and strong mayor. What he sees in the Tribune is very vague and his understanding of a "weak mayor" as opposed to a "strong mayor" is the weak mayor's authority is delegated to all the Councilmembers, which suggests a more democratic process than entrusting all that power to one person. That may be error in his judgment of what weak and strong mayor means. He wonders who among them would vote for less democracy rather than more.

Bill Betten, 56 State, stated whatever the outcome is here, he hopes they do go with a strong mayor. There are hybrid forms as well where there isn't just one person in charge. Numerous cities have a City Administrator with a strong Mayor as well. So, there are checks and balances in that form of government. The cities of Monroe and Lake Stevens both have a City Administrator with a Mayor. It isn't just one person being given full authority. Ocean Shores just went to a strong Mayor. They did a probationary period with the first Mayor for a one year term. So, they weren't locked into a four year term. The first mayor actually didn't work for them, and their City Administrator who hired on from the beginning then put

AGENDA ITEM 3c

their name in the hat and is now their Mayor and they are doing very well. There are definitely some hybrid systems as well to consider.

Citizen Comment Closed.

Councilmember Schilaty suggested that April Brodel be added to the Pro Committee, per John Kartak and CPR Snohomish's request. She also recommended the other two members be Bill Betten and John Kartak.

Councilmember Randall agreed.

MOTION by Schilaty, second by Randall to appoint April Brodel, Bill Betten, and John Kartak to the Pro Committee. Bill Betten will be the Committee Chair. The motion passed unanimously (7-0).

Councilmember Randall nominated Randy Hamlin for the Con Committee.

Councilmember Schilaty stated the list of people interested in being on the Con Committee is an excellent list and she appreciates the interest on both sides. It is an important job. She recommended former Councilmember Melody Clemens to be on the Con Committee.

Mayor Guzak suggested former Mayor, Ann Averill. Councilmember Randall agreed with her suggestion.

MOTION by Guzak, second by Randall to appoint Randy Hamlin, Melody Clemons and Ann Averill to the Con Committee. Melody Clemons will be the Committee Chair. The motion passed unanimously (7-0),

City Manager Bauman will submit the Committee Appointment Forms for the Pro and Con Committees to the County Auditor's Office tomorrow.

MANAGER'S COMMENTS:

Mr. Bauman submitted an email to the Council from Peter Messinger regarding his firearms disposal campaign, *Drop Your Guns*. He has discussed this matter with Chief John Flood on how the process would work from his perspective, since the department is currently collecting unwanted firearms. However, it is a very infrequent process. They may have one or two firearms per month brought to the police department. The main concern Chief Flood has is the time required to process these weapons. Because he doesn't like to have people bring weapons into the police department, they ask that they leave them in their vehicles and an officer goes to the vehicle to make sure the firearm is not loaded and safe to be transported into the police department for disposal. It takes anywhere from twenty to thirty minutes after that to complete the paperwork for this process. It is Chief Flood's request if the City supports this gun disposal program that the City request all individuals make an appointment to bring their firearms in to be disposed so people aren't waiting in line.

Mayor Guzak stated in regard to his presentation, he is asking for five or ten minutes. She is open to the presentation if Council is in agreement.

Mr. Bauman stated he will contact Mr. Messinger and schedule the Council presentation and apprise him of Chief Flood's concerns.

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Mr. Bauman referenced the Voter Pamphlet Explanatory Statement he left with each Councilmember regarding the proposed change in the form of government. He stated it is the City Attorney's responsibility to draft the statements, and the statements have been provided for information purposes only, so each Councilmember will know how that ballot statement is written.

5. Adjourn to **EXECUTIVE SESSION** at 7:28 p.m. to discuss Potential Litigation (with possible action to follow) and a Personnel Matter to Review the Performance of a Public Employee, RCW 42.30.110(1)(g).
6. Reconvene and **ADJOURN** at 7:47 p.m., with no action taken.

APPROVED this 16th day of August, 2016

CITY OF SNOHOMISH

ATTEST:

Karen Guzak, Mayor

Angela Evans, Acting City Clerk

AGENDA ITEM 3c

PRESENTATION 5

Date: August 16, 2016

To: City Council

From: Larry Bauman, City Manager

Subject: **Presentation by Snohomish County Health District Regarding Per Capita Funding Proposal**

SUMMARY: The purpose of this agenda item is for the City Council to receive a presentation from the Snohomish County Health District regarding a proposal for city governments in Snohomish County and Snohomish County itself to support a voluntary contribution of \$2 per capita to fund ongoing operations of the Health District. The presentation is anticipated to offer Council additional details regarding this funding plan.

BACKGROUND: Snohomish County Health District has been engaged in analysis of how to fund its operations and services, which have been severely curtailed in recent years due to a variety of funding issues faced by the District. The presentation is expected to be led by Dr. Gary Goldbaum, the Health Officer and Director of the District. Additional District staff may also assist with the presentation. The per capita funding concept is described in the attached June 15, 2016 letter (Attachment A), and a spreadsheet (Attachment B) estimates the per capita contribution for each City as well as for Snohomish County. The City of Snohomish 2017 contribution is estimated at \$19,250.

ANALYSIS: While staff has not assessed budget affordability of the requested contribution, it may be prudent to view this request in context with other funding requests for the City's 2017 Budget. As the 2017 Budget will be the focus of the upcoming August 23 budget and planning workshop, staff recommends that Council view that meeting as the best opportunity to consider the Health District request in this broader context. Staff also notes that funding of local public health services is seen primarily as a county government responsibility under state law (RCW 70.05.030). The Health District's proposal requests from Snohomish County an increased per capita contribution of \$892,520 in addition to the \$653,200 of funding already anticipated for 2017 based on previous year budgets. The new total requested County contribution of \$1,545,720 is calculated also on the same formula of \$2 per capita (based on both incorporated and unincorporated population).

STRATEGIC PLAN REFERENCE: Not applicable

RECOMMENDATION: That the City Council **RECEIVE** the presentation from the Snohomish Health District staff and continue discussion of this request during the August 23, 2016, Budget and Planning Workshop.

ATTACHMENTS:

- A. June 15 letter to County leaders
- B. 2017 Per Capita Contribution Estimates



Administration Division

June 15, 2016

Dear Snohomish County Leaders,

Strong and vibrant economies rely on healthy individuals and families. For too long, local public health has lacked the financial resources to support critical programs and services. This has led to unmet needs, as well as increasing social and health disparities in our communities. The call for dedicated and sustainable revenue sources to keep all of our Snohomish County residents safe and healthy is more urgent than ever before.

Due to compounded cuts in funding over the last decade, the Snohomish Health District currently ranks 34th out of 35 local health jurisdictions in the state in terms of per capita spending on public health. Without additional funding, the District will face laying off staff in 2017 and beyond, resulting in:

- Continued program and service cuts
- Increased health disparities
- Limited response capacity to for all-hazard emergencies like H1N1 or the SR530 Slide
- Diminished response to emerging issues like the heroin/opioid epidemic
- Lessened attention on improving immunization rates of children and adults.

The people of Snohomish County and the communities we serve deserve better, which is why the Board of Health is considering a resolution to ask Snohomish County, as well as all cities and towns, to contribute \$2.00 per resident annually to the Snohomish Health District. The item is currently scheduled for a vote at board meeting on at 3:00 p.m. on August 9, 2016. We would like your input on the proposal and invite you to reach out to your local Board of Health representative and/or attend the meeting to share comments with the full board.


This is not a new concept, but rather reinstitutes a city-county partnership that began in 1966. We were the first local health jurisdiction in Washington to have cities, towns and the county contribute \$0.50 per capita to be used solely for public health. These contributions increased to a high of \$2.70 in the late-1980s before being eliminated in the early-1990s.

We realize that now is the time, as you begin your 2017 budget planning, to evaluate whether \$2.00 for each resident of your community is feasible. To help your community better understand the issue and our proposed funding ask, we would like to meet with your staff and present at a council meeting this summer. We will reach out to you in the next few weeks. In the meantime, if you have questions or would like to arrange a meeting, please contact Linda Carl at (425) 339-8677 or Heather Thomas at (425) 339-8688.

This investment—on top of the County's continued funding of communicable disease and TB control—would demonstrate our united commitment to the Snohomish Health District. It would also ensure that the District is able to continue providing those important services in our communities that go beyond the essential functions required by law. By working together to support public health, every Snohomish County resident will enjoy the benefits of a safer and healthier community.

Sincerely,


Brian Sullivan, Chair
Board of Health


Gary Goldbaum, MD, MPH
Health Officer and Director

3020 Rucker Avenue, Suite 306 ■ Everett, WA 98201-3900 ■ ph: 425.339.5210 ■ fax:
425.339.5263

ATTACHMENT B

2017 Per Capita Contribution Estimates

Jurisdiction	2015 Population	2016 Population ¹	Current Rate ²	Proposed 2017 Per Capita Total	Net Increase
Snohomish County	757,600	772,860	\$653,200	\$1,545,720	\$892,520
Arlington	18,490	18,620		\$37,240	\$37,240
Bothell ³	17,230	17,390		\$34,780	\$34,780
Brier	6,500	6,555		\$13,110	\$13,110
Darrington	1,350	1,350		\$2,700	\$2,700
Edmonds	40,490	40,900		\$81,800	\$81,800
Everett	105,800	108,300		\$216,600	\$216,600
Gold Bar	2,115	2,125		\$4,250	\$4,250
Granite Falls	3,390	3,395		\$6,790	\$6,790
Index	160	165		\$330	\$330
Lake Stevens	29,900	30,900		\$61,800	\$61,800
Lynnwood	36,420	36,590		\$73,180	\$73,180
Marysville	64,140	64,940		\$129,880	\$129,880
Mill Creek	19,760	19,900		\$39,800	\$39,800
Monroe	17,620	18,120		\$36,240	\$36,240
Mountlake Terrace	21,090	21,090		\$42,180	\$42,180
Mukilteo	20,900	21,070		\$42,140	\$42,140
Snohomish	9,385	9,625		\$19,250	\$19,250
Stanwood	6,585	6,635		\$13,270	\$13,270
Sultan	4,680	4,860		\$9,720	\$9,720
Woodway	1,335	1,335		\$2,670	\$2,670
Total			\$653,200	\$2,413,450	\$1,760,250

Notes:

1. Data from http://www.ofm.wa.gov/pop/april1/ofm_april1_population_final.pdf
2. "Per Capita" funding that Snohomish County routinely allocates
3. Population of Snohomish County portion only

Updated July 5, 2016

PRESENTATION 5

PUBLIC HEARING 6a

Date: August 16, 2016
To: City Council
From: Jennifer Olson, Finance Director
Subject: **Resolution 1348 Establishing 2017-2019 Wastewater Rates**

PURPOSE: The purpose of this agenda item is for City Council consideration of Resolution 1348 (See Attachment A) and to conduct a public hearing, receiving citizen testimony, regarding establishment of wastewater utility rates for 2017-2019.

BACKGROUND: In October 2015, as part of the 2016 budget development process, staff provided an overview of Utility Enterprise Funds and their financial condition and discussed with the City Council the potential for paying off certain utility debt obligations. A wastewater fund cash flow analysis was conducted, in-house, taking into account future rate revenues, connection charges based on existing developments, operational cost inflation, revised future capital projects and fund reserves.

In March of 2016, the City Council reviewed the current state of the wastewater treatment system and future capital infrastructure improvement needs and directed staff to prepare a wastewater rate resolution that reduced wastewater rates by 10% (See Attachment B).

The attached Resolution 1348 gives effect to the selected wastewater rate structure for the years 2017 through 2019.

STRATEGIC PLAN REFERENCE: None

RECOMMENDATION: That the City Council **ACCEPT** public testimony and **PASS** Resolution 1348.

ATTACHMENTS:

- A. Resolution 1348
- B. Public Works Utility Billing Insert addressing future wastewater rates

ATTACHMENT A

**CITY OF SNOHOMISH
Snohomish, Washington**

RESOLUTION 1348

**A RESOLUTION OF THE CITY OF SNOHOMISH ESTABLISHING
RATES TO BE CHARGED FOR WASTEWATER SERVICES FOR 2017,
2018, AND 2019 AND SUPERCEDING PARTS OF RESOLUTION 1312**

WHEREAS, the City of Snohomish provides water, wastewater, and storm water services; and

WHEREAS, SMC 15.04.110 provides that City Council shall from time to time determine water and wastewater rates to be charged; and

WHEREAS, the City Council last established water, wastewater and storm water rates in Resolution 1312, adopted March 4, 2014; and

WHEREAS, the City of Snohomish has adopted Financial Management Policy 3.1.5.1, which requires City water, wastewater, and storm water utilities to be self-supporting; and

WHEREAS, the City of Snohomish prepared a Wastewater Utility Revenue Analysis, which details the expected service revenues, operating expenditures, reserve requirements, capital requirements, system replacement requirements, and debt coverage requirements for the next ten years; and

WHEREAS, the City Council discussed utility rates in a budget workshop on October 6, 2015, that addressed the utility rate financial analysis, current debt obligations and recommendations concerning the need for long-term financial stability; and

WHEREAS, the City Council discussed wastewater utility long-term financial stability on November 3, 2015, that addressed pre-payment of the USDA outstanding debt obligations and approved Resolution 1334 authorizing the pre-payment of Water and Sewer Revenue Bond, 1981, Series 2; and

WHEREAS, based on the Wastewater Utility Revenue Analysis, the City Council finds that the wastewater rates as last established in Resolution 1312 were more than adequate to comply with Financial Management Policy and the wastewater rates should be established as set forth in this resolution; and

WHEREAS, a public hearing on said proposed wastewater utility rates was held on the 16th day of August 2016, before the City Council of the City of Snohomish;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF SNOHOMISH, WASHINGTON:**

PUBLIC HEARING 6a

Section 1. **Wastewater Utility Rate Established – Resolution 1312 Superseded.** The rates set forth herein for wastewater services for all City of Snohomish utility customers are hereby established and shall be in effect as of the effective date set forth in Section 3 of this Resolution until modified or amended by action of the City Council, as provided by SMC 15.04.110. Any provision of Resolution 1312 (the prior resolution) relating to wastewater rates and charges that are inconsistent with the provisions of this Resolution are hereby superseded and replaced by this Resolution. All other provisions of Resolution 1312 shall remain in full force and effect, unchanged.

Section 2 . **Definitions.** For the purpose of this resolution, the following definitions shall apply:

- a. “Quantity Allowed” means the number of hundreds of cubic feet of water that may be consumed for the monthly minimum charge.
- b. “Overage” means the water that is consumed over the quantity allowed for each meter size in a month.
- c. “Low Income Household” means a household in which the total annual income is below the very low income level for the Seattle/Everett area as established and amended by survey from time to time by the United States Department of Housing and Urban Development.
- d. “Senior Citizen” means a person 62 years of age or older.
- e. “Disabled Person” means a person with a physical or mental impairment that substantially limits one or more major life activities, such as walking, seeing, hearing, speaking, learning, performing manual tasks, caring for oneself, et cetera.
- f. “Abandoned Occupant” means an account where no usage of water (zero consumption) and subsequent wastewater usage is anticipated for a continuous period of one-hundred and eighty (180) days or more, and where no human habitation or active business operations, other than site construction or demolition, is occurring.
- g. “Winter Average” means the average measured water consumption for the four-month period of November through February for accounts in routes 01 through 08 and the December through March time periods for accounts in routes 09-17.
- h. “Leak Adjustment Credit” means a credit applied to a customer’s account when a private water line, valve, fixture, or other appurtenance is verified to be leaking as a result of accidental damage or natural deterioration. A Leak Adjustment Credit does not mean when a private water line, valve, fixture, or other appurtenance discharges water due to its being left on by the property owner, tenant, or other person(s).

PUBLIC HEARING 6a

- i. “Final Utility Billing” means a billing requested by a customer prior to the sale of real estate between billing cycles to which the utility provides service.
- j. “Unbilled Services” means an account for which the billing for services was incorrect for which the error was not immediately known and corrected.

Section 3. **Effective Dates.** The effective dates of the rates established in this resolution shall be as follows:

- a. All 2017 wastewater rates in this Resolution shall be effective January 1, 2017 for all accounts in routes 01 through 08 (cycle 1); and February 1, 2017 for all accounts in routes 09 through 17 (cycle 2). All other provisions of this Resolution shall be effective January 1, 2017.
- b. All 2018 wastewater rates in this resolution shall be effective January 1, 2018, for all accounts in routes 01 through 08 (cycle 1); and February 1, 2018, for all accounts in routes 09 through 17 (cycle 2). All other provisions of this resolution shall be effective January 1, 2018.
- c. All 2019 wastewater rates in this resolution shall be effective January 1, 2019, for all accounts in routes 01 through 08 (cycle 1); and February 1, 2019, for all accounts in routes 09 through 17 (cycle 2). All other provisions of this resolution shall be effective January 1, 2019.

Section 4. **Wastewater Service Rates.** The following rates will be applied for monthly wastewater service:

- a. Metered Wastewater.

- 1. Monthly Minimum Charges based on Water Meter Size.

Meter Size (Inches)	Quantity Allowed (Hundreds of cu ft)	2017 Monthly Minimum Base Charge	2018 Monthly Minimum Base Charge	2019 Monthly Minimum Base Charge
5/8	2	62.99	62.99	62.99
1	5	161.26	161.26	161.26
1-1/2	11.5	362.77	362.77	362.77
2	20.5	645.03	645.03	645.03
3	46	1,451.24	1,451.24	1,451.24
4	82	2,579.95	2,579.95	2,579.95
6	133.5	5,804.91	5,804.91	5,804.91
8	325	8,539.41	8,539.41	8,539.41
Senior Rate	4	15.75	15.75	15.75

- 2. Charges for Overage by Hundreds of Cubic Feet.
All amounts in excess of quantity allowed: per 100 cubic feet.

PUBLIC HEARING 6a

<u>2017</u>	<u>2018</u>	<u>2019</u>
5.31	\$5.31	\$5.31

b. Not Metered Wastewater. Per month.

<u>2017</u>	<u>2018</u>	<u>2019</u>
\$140.35	\$140.35	\$140.35

c. Wastewater Service Outside the City Limits. Rates for services outside the City of Snohomish shall be City rates as adopted, plus 150 percent.

Section 5. **Low-Income Wastewater Senior Citizen and Disabled Rates.** Low-income senior citizens or low-income disabled persons who are customers of the utility shall be eligible to apply for water and wastewater services at one-quarter of the monthly minimum charges, and full charges for all overage consumption.

Low-income households in which the principal financial resources are provided by a person meeting the definition of “senior citizen” or “disabled person” may apply for the reduced rates. The application shall be made upon forms furnished by the City and approved or denied by the City Finance Director or designee. Appeals of the determination of the City Finance Director, or designee, shall be to the Utility Hearing Examiner. The decision of the Utility Hearing Examiner shall be final.

The City may require a customer who is receiving service at a reduced rate to provide information annually to confirm their continued eligibility for the special rate.

The reduced rate provided by this resolution shall apply only to 5/8-inch single family residential services.

Section 6. **Wastewater Winter Average Charges.** All metered wastewater accounts will have wastewater overage charges for the two summer billing cycles based on either their winter average consumption or current period consumption.

Winter average billing will be applied to wastewater overage charges for accounts in routes 01-08 for the summer billing periods of July/August, and September/October as computed from the winter period billing of November/December and January/February.

Winter average billing will be applied to wastewater overage charges for accounts in routes 09-17 for the summer billing periods of June/July, and August/September as computed from the winter billing period of December/January and February/March.

Section 7. **Abandoned Occupant Rates.** An Abandoned Occupant rate is available to customers where no usage of wastewater (zero consumption) is anticipated for a continuous period of one-hundred and eighty (180) days or more, and where no human habitation or active business operations, other than site construction or demolition, is occurring. The Abandoned Occupant rate will only be available upon prior written notice to the City. The Abandoned Occupant rate for all meter sizes shall be as per Fee Schedule.

Section 8. **Rates for Unauthorized Use.** Wastewater discharged through unauthorized connections shall be charged at double the rates set forth above, from the date of the commencement of such unauthorized use, and appropriate measures shall be immediately taken to prevent further unauthorized use. Imposition of such charges shall not act as a waiver of the City's right to take such other actions as are authorized by law.

Section 9. **Rates for Service Levels Not Defined.** The City Finance Director shall have the authority to charge rates for service levels not otherwise defined in this resolution under the following methodologies:

Wastewater Rate Methodology – For any new account requiring a service level, defined by the meter size, not provided in this resolution, the method for determining the customer's service rate shall be the sectional area of the undefined meter size in ratio to the sectional area of a 5/8" meter. The ratio shall be applied to the determination of both the base rate and number of included units for the purposes of calculating overage charges.

Section 10. **Unbilled Services.** The City Finance Director shall be authorized to make retroactive adjustments, either billings for services or refunds for charges, for accounts in which the billing for services did not match the services provided for a period not to exceed three years. Customers of the utility have a duty to provide the City with written requests for changes in service and to review their bi-monthly billing and notify the utility of any errors or corrections.

Section 11. **Final Utility Billings.** Customers who sell real property to which the City provides utility service may request in writing, prior to the property's sale closing date, a Final Utility Bill. The City shall read the property's meter on the next proceeding Friday before the closing date and provide the customer by mail with a Final Utility Bill of all charges known to the account.

Nothing within Section 10 shall prohibit the City from collecting any outstanding balances from the property to which services have been provided as authorized by Snohomish Municipal Code 15.02.020 and RCW 60.80.020. A Final Utility Bill request shall not be considered the request for final or estimated utility bill as provided by RCW 60.80.020.

Requests for a Final Utility Bill shall be made in writing, on a form provided by the City, prior to the sale date of the property. The new property owner shall be billed on a prorated basis, based on the property's next utility meter read and the number of days for water and sanitary sewer and the number of days and extra collections for solid waste and recycling services.

The City Finance Director shall bill the property owner requesting the Final Utility Bill at the time a request is received and the meter is read a final reading fee as set by Fee Schedule.

Section 12. Leak Adjustments. If a private water line, valve, fixture, or other appurtenance is verified to be leaking as a result of accidental damage or natural deterioration, the customer may apply for a leak adjustment credit on their current water and sanitary sewer bill. Applications must be submitted in writing on a form authorized by the City Finance Director or designee. The customer must include on the application receipts which document the repair of the leak which shall include all billings for goods, services, labor, and materials.

The leak adjustment credit shall be determined based on the consumption billed during the same bill period in the previous year; or, if the history is not available, in a method determined by the City Finance Director or designee which best estimates actual water use. In determining the credit, the City may also consider water consumption from the last meter reading date. The leak adjustment credit shall be applied to overage charges for wastewater and shall be credited \$5.90 (2017), \$5.90 (2018) and \$5.90 (2019) per overage unit for wastewater. In no case may an account receive a leak adjustment credit for a private water line break or leak more than once in a two-year period regardless of property ownership.

Section 13. Miscellaneous Fees. The City Finance Director shall charge fees, as established within the fee schedule, for the following services:

- Late Payments – payments not received two weeks after the bill due date
- Voluntary Turn Off – requests for water shut offs during regular business hours
- Involuntary Turn Off – involuntary shut offs made for non-payment on account
- Unauthorized Turn On – service resumption made without City authorization including destruction of locking mechanisms
- After-Hours Voluntary Turn Off – voluntary service disconnections requested after regular business hours
- Meter Accuracy Testing – Requests to verify meter accuracy after dual meter reads have been conducted

PASSED by the City Council and **APPROVED** by the Mayor this 16th day of August, 2016.

CITY OF SNOHOMISH

By _____

Karen Guzak, Mayor

Attest:

By _____

PUBLIC HEARING 6a

Pat Adams, City Clerk

Approved as to form:

By _____
Grant K. Weed, City Attorney



City of Snohomish Proposes Wastewater Rate Reduction in 2017

Snohomish's average wastewater rates are currently lower than the City of Monroe's and proposed 2017 rates would be lower than Lake Steven Sewer District.

A 10 percent sewer rate reduction is in store for Snohomish city ratepayers in 2017 according to directions the City Council gave staff on March 1. The Council reviewed the current state of its wastewater treatment system and considered new rates for 2017-2019 as part of its March 1, 2016 workshop. Councilmembers weighed the risks of potentially new, currently unknown, state treatment requirements and resulting capital improvement costs against the opportunity to minimize sewer service costs and directed staff to develop a rate plan for a 10 percent reduction effective in January 2017.

Operationally, wastewater treatment is the City's most expensive system of community services. About one out of every four dollars of the City's annual operating expenses is for the wastewater utility. Over the next 10 years, the City is planning to invest approximately \$16 million in capital improvements to the wastewater system. Improvements in wastewater treatment are required from time to time by the State Department of Ecology in order to protect and improve the aquatic environment of the Snohomish River and, ultimately, the Puget Sound.

The City Council provided directions for setting the 2017-2019 rates, which would be officially implemented by resolution sometime later this year. The proposed rates would include a 10% rate reduction in 2017, followed by 0% (zero) increase in both 2018 and 2019. For 2017, a 10% rate reduction would save the average single family home about \$18.71 every two months or \$112 per year (based on 1200 cubic feet average use, *FSC Group 2014 Rate Study*). Below are rate comparisons for 2017 with two of our neighboring jurisdictions if the 10% rate reduction for the City of Snohomish is approved:

2017 Bi-monthly Wastewater Rate Average Family Use (12 CCF)		2017 Bi-monthly Wastewater Rate Low Use (4 CCF or \approx 3000 gallons)	
Snohomish	\$168	Snohomish	\$126
Lake Stevens	\$170	Lake Stevens	\$170
Monroe	\$189	Monroe	\$189

Continued on next page

PUBLIC HEARING 6a

The city's Wastewater Treatment Plant (WWTP) had a perfect performance year in 2015 with zero exceedences of its state permit, which sets treatment standards. This is the first year of perfect performance for the city in more than 20 years. The State Department of Ecology's online records go back to 1995, the same year our City's current plant configuration was built.

Over a four year period (2006 to 2009), the WWTP had 109 permit exceedences. In contrast, over the last four years (2012 to 2015), since the City installed innovative submerged fixed film (or "Bacteria Hotels") in 2012, the WWTP had only 3 permit exceedences. The dramatic turnaround in treatment resulted from the installation of innovative fixed film technology, never before used in Washington State. The City is continuing to pursue other performance improvements to meet or exceed today's strict and demanding permit limits.

Based on recent progress, the City Council in 2013 was able to cancel a state-required project that would have resulted in a 90% increase in wastewater rates. That cancelled state plan would have required the city to build a 5-mile long pipeline to send its wastewater to the City of Everett for treatment.

In early 2014, the city renegotiated a State Department of Ecology Agreed Order requiring the City to send its waste to Everett. Over the next year, the City met all the stringent conditions of an amended Agreed Order. This success allowed the City to continue treating its wastewater at the existing plant which was first constructed in 1958. As a result, the City is no longer required to send its wastewater to Everett.

As part of its long-range preliminary estimate, the City of Snohomish is currently projecting 0% (zero) increases in 2020, 2021 and 2022. However, this assumes that environmental regulatory changes impacting wastewater treatment in the next six years are minimal. Currently, the City of Snohomish wastewater rates are lower than its neighbor, the City of Monroe to the east, and in 2017, per the proposed rate reduction, will be lower on average than the Lake Steven Sewer District to the north.

Last year the City of Everett announced its wastewater rate outlook for the next decade calling for rates to continue to rise from 5.2 percent to 10.2 percent per year, with single family rates nearly doubling to an estimated \$110 per month (\$220 *Bi-monthly*) by 2024. Snohomish's neighbors to the south, including the unincorporated Cathcart neighborhood, Mill Creek and the South Everett area are served by the Silver Lake Water and Sewer District, which sends most of its wastewater to the City of Everett for treatment. Based on these preliminary projections, the City of Snohomish's wastewater rate in 2023 could be lower than the City of Everett's and also those areas served by the Silver Lake District.

FOR FURTHER INFORMATION: Steve Schuller, Deputy City Manager/Public Work Director at 360-282-3194 or schuller@snohomishwa.gov

116 UNION AVENUE
SNOHOMISH, WASHINGTON 98290
TEL (360) 568-3115 FAX (360) 568-1375

PUBLIC HEARING 6b

Date: August 16, 2016
To: City Council
From: Yoshihiro Monzaki, City Engineer
Subject: **Ford Avenue Vacation Request
Public Hearing and Adoption of Ordinance 2314**

The Ford Avenue vacation request by Mr. Lawrence Countryman, owner of Parcel No. 00435900100301 (614 Maple Avenue) and 28061800104400 (no address, parcel is on Ford Avenue), was presented to the Council on September 15, 2015. The Council decided in favor of moving ahead with the Ford Avenue vacation process.

During the July 5, 2016 Council meeting, Resolution 1346 was adopted setting a public hearing for August 16, 2016 on the proposed street vacation request. According to SMC 12.48.030.B, a public hearing must be held not less than 20 nor more than 60 days from the date of passage of the resolution.

Staff is recommending that payment of monetary compensation be waived by Council in accordance with Snohomish Municipal Code 12.48.040(C)(3). A final decision on compensation can be made following the public hearing. Mr. Countryman is proposing to compensate the City by trading approximately 410 square feet of his properties (Parcel No. 28061800104400 and 00435900100301) to the City in exchange for approximately 392 square feet of Ford Avenue right-of-way. Attachment B shows the requested street vacation and proposed dedication areas.

Ford Avenue right-of-way was dedicated in 1888 as part of the Englands Addition plat. It is classified as a local road and no other portion of Ford Avenue has been vacated. A section of the Ford Avenue road pavement is within Mr. Countryman's Parcel No. 28061800104400. Mr. Countryman has proposed to dedicate this area which would increase the width for Ford Avenue from approximately 37-feet to 47-feet in that area. This would benefit the public to allow for future improvements. The majority of the requested vacation area is an unimproved gravel/grassy shoulder area. This property trade will resolve the building encroachment into the right-of-way; and the Ford Avenue pavement and Maple Avenue sidewalk encroachment on to Mr. Countryman's property.

There are no utilities in this area and no easements will be needed for this area. The vacation would not affect the existing traffic flows or travel lanes. There will be no impacts to the access of adjacent properties along Ford Avenue due to the vacation. The requested street vacation area does not abut a body of water and will comply with RCW 35.79.035.

The following is the sequence of the remaining steps necessary to complete the vacation process:

1. Hold the Public Hearing on August 16th;
2. Close Hearing and Council Adoption of Ordinance 2314;
3. Execution of Ordinance 2314 by Mayor, City Attorney and City Clerk;

PUBLIC HEARING 6b

4. Confirm Receipt of all Fees, Costs and Funds To Be Paid To City By the Applicant;
5. Publication by City Clerk of Ordinance 2314;
6. Recording of Ordinance 2314;
7. Send Certified Copy to Snohomish County Treasurer's Office.

STRATEGIC PLAN REFERENCE: Initiative #4: Increase multi-modal mobility within and connections to the community.

RECOMMENDATION: That the City Council ACCEPT public comment and ADOPT Ordinance 2314, as drafted or as amended.

ATTACHMENTS:

- A. Resolution 1346
- B. Street Vacation and Dedication Exhibit
- C. Street Vacation Aerial with Parcel Lines Exhibit
- D. Ordinance 2314

REFERENCE:

1. Chapter 12.48, Street Vacation, Snohomish Municipal Code.
(<http://www.snohomishwa.gov/DocumentCenter/Home/View/424>)
2. Ford Avenue Right of Way Vacation Request (pages 33-95 of September 15, 2015 Council Packet)
(<http://www.snohomishwa.gov/AgendaCenter/ViewFile/Agenda/08042015-528>)
3. Ford Avenue Right of Way Vacation Request (pages 59-67 of July 5, 2016 Council Packet)
(<http://www.snohomishwa.gov/AgendaCenter/ViewFile/Agenda/07052016-615>)

ATTACHMENT A

**CITY OF SNOHOMISH
Snohomish, Washington**

RESOLUTION 1346

A RESOLUTION OF THE CITY OF SNOHOMISH, WASHINGTON SETTING A PUBLIC HEARING ON AUGUST 16, 2016 PURSUANT TO SMC 12.48.030 FOR THE PETITION FOR VACATION OF A PORTION OF FORD AVENUE RIGHT-OF-WAY NORTH OF MAPLE AVENUE; AUTHORIZING COMPENSATION IN THE FORM OF A PROPERTY EXCHANGE AND WAIVING MONETARY COMPENSATION.

WHEREAS, in accordance with SMC Chapter 12.48, the owners of at least two-thirds of the property abutting the right-of-way to be vacated signed a street vacation petition dated May 19, 2015; and

WHEREAS, a complete application for vacation of a portion of Ford Avenue right-of-way was filed with the City on June 3, 2015; and

WHEREAS, the City Council finds it is in the best interest of the City to consider the vacation of the following described right-of-way:

THAT PORTION OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 18, TOWNSHIP 28 NORTH, RANGE 6 EAST, W.M., IN SNOHOMISH COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

**BEGINNING AT THE NORTHWEST CORNER OF LOT 3, BLOCK 1, ENGLAND'S ADDITION, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1 OF PLATS, PAGE 38, RECORDS OF SNOHOMISH COUNTY, WASHINGTON, THE TRUE POINT OF BEGINNING;
THENCE S1°21'00"W ALONG THE WEST LINE OF SAID LOT 3 A DISTANCE OF 35.72 FEET;
THENCE N88°39'00" W PERPENDICULAR TO THE WEST LINE OF SAID LOT 3 A DISTANCE OF 7.57 FEET TO A POINT ON THE EASTERLY MARGIN OF THE NORTHERN PACIFIC RAILROAD RIGHT OF WAY;
THENCE NORTHWESTERLY ALONG SAID EASTERLY MARGIN A DISTANCE OF 35.93 FEET ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 759.15 FEET AND CONSUMING A CENTRAL ANGLE OF 2°42'42" TO A POINT OF INTERSECTION WITH NORTH LINE OF SAID LOT 3 PROJECTED WESTERLY;
THENCE N89°20'15"E ALONG THE WESTERLY PROJECTION OF THE NORTH LINE OF SAID LOT 3 A DISTANCE OF 14.76 FEET TO THE NORTHWEST CORNER OF SAID LOT 3 AND THE TRUE POINT OF BEGINNING.**

SITUATE IN SNOHOMISH COUNTY, WASHINGTON

CONTAINING APPROXIMATELY 391 SQUARE FEET

As shown on the map attached hereto as Exhibit A.

HAVING A RADIUS OF 8.99 FEET, AND CONSUMING A CENTRAL ANGLE OF 7°42'29" TO A POINT ON THE WESTERLY MARGIN OF MAPLE AVENUE; THENCE SOUTHWESTERLY ALONG SAID WESTERLY MARGIN OF MAPLE AVENUE A DISTANCE OF 1.55 FEET TO THE POINT OF INTERSECTION WITH THE WEST LINE OF AFOREMENTIONED LOT 3; THENCE N01°21'00"E ALONG SAID WEST LINE A DISTANCE OF 1.60 FEET TO THE TRUE POINT OF BEGINNING.

SITUATE IN SNOHOMISH COUNTY, WASHINGTON.

CONTAINING APPROXIMATELY 1 SQUARE FOOT

As shown on the map attached hereto as Exhibit A.

WHEREAS, pursuant to SMC 12.48.030 the City Council has considered the report of the Public Works Director and finds that it is in the public interest to set a public hearing not less than 20 nor more than 60 days from the date of this Resolution as required by SMC 12.48.030(B);

NOW, THEREFORE, be it resolved by the City Council of the City of Snohomish, Washington as follows:

- (1) Pursuant to SMC 12.48.040(C)(3), in the event the petition for vacation of right-of-way is approved, the City of Snohomish authorizes compensation in the form of applicant's proposed exchange for property of greater or approximately equal value than the property petitioned for vacation and waives the payment of monetary compensation.
- (2) The applicant has proposed to exchange a portion of the applicant's property (410 square feet) to the City in exchange for the requested vacation of a portion of the Ford Avenue right-of-way (392 square feet).
- (3) The property values of the dedication and vacation areas would be approximately the same because they are in the same vicinity and mostly undeveloped.
- (4) Following public notice as required by law, the City Council will hold a public hearing to consider the vacation of the above described right-of-way and the final terms of compensation. Said public hearing shall be scheduled for the regular meeting of the City Council to be held August 16, 2016 at 7:00 p.m., or as soon thereafter as such hearing can be held.

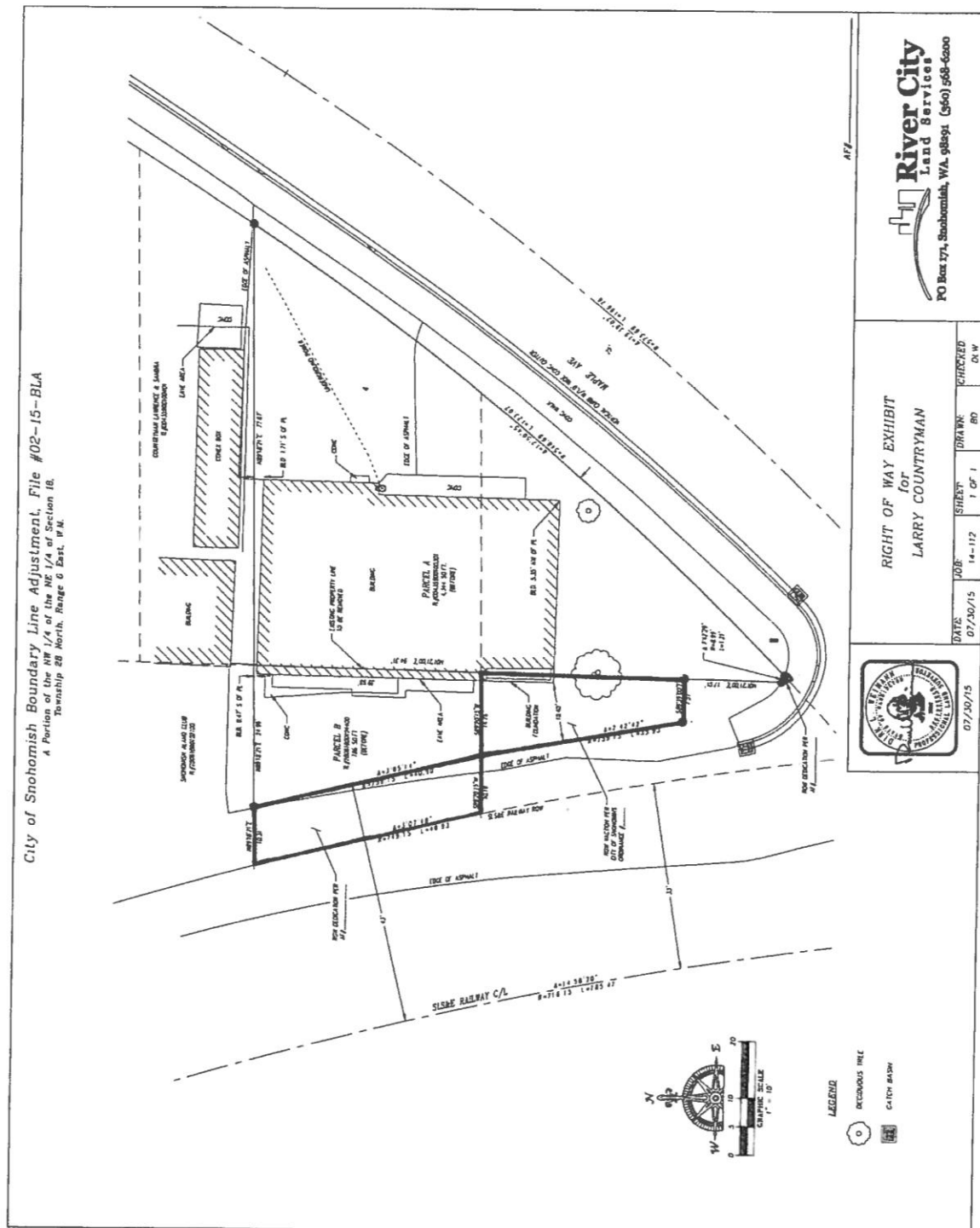
PASSED by the City Council and **APPROVED** by the Mayor this 5th day of July 2016.

CITY OF SNOHOMISH

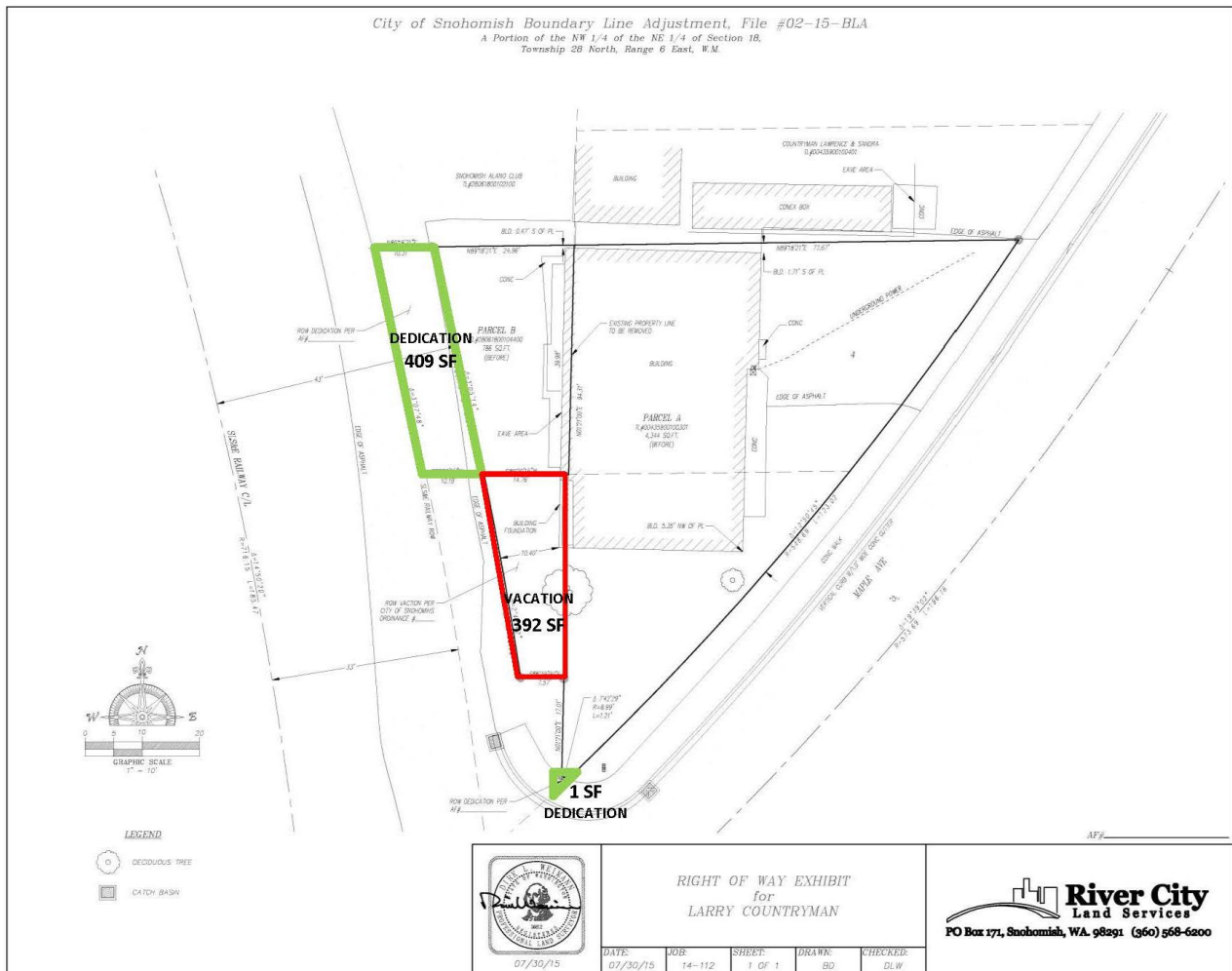
By

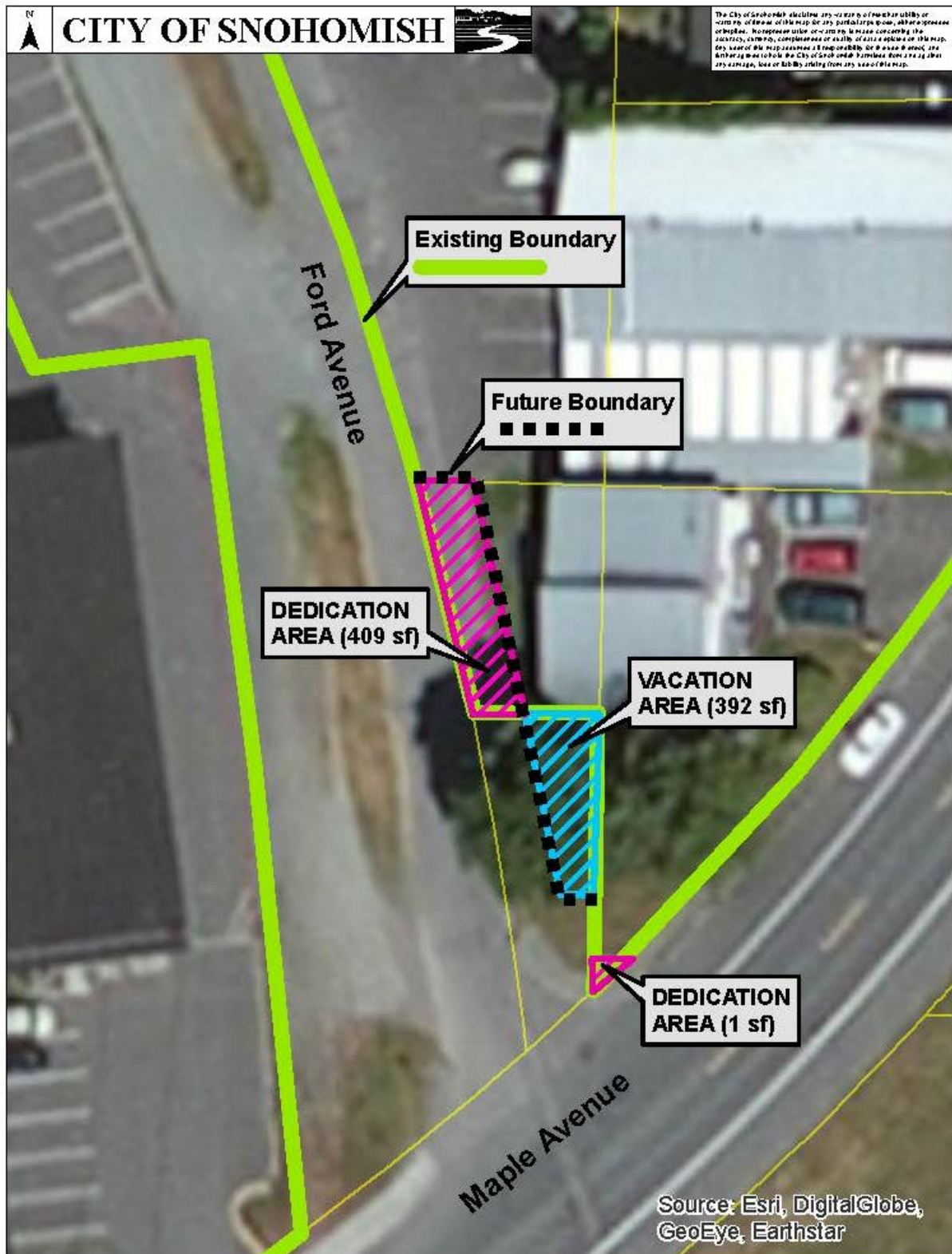

Karen Guzak, Mayor

EXHIBIT A



ATTACHMENT B





ATTACHMENT D

**CITY OF SNOHOMISH
Snohomish, Washington**

ORDINANCE 2314

**AN ORDINANCE OF THE CITY OF SNOHOMISH, WASHINGTON,
APPROVING THE VACATION OF THAT PORTION OF FORD AVENUE
LOCATED NORTH OF MAPLE AVENUE, WITHIN THE CITY OF
SNOHOMISH, WASHINGTON**

WHEREAS, the City Council has received a petition from Mr. Lawrence Countryman requesting that a portion of the Ford Avenue public right-of-way depicted upon Exhibit A, attached hereto and incorporated by this reference be vacated; and

WHEREAS, the vacation petition contains the signatures of the owner(s) of more than two-thirds of the property abutting the portion of right of way requested to be vacated; and

WHEREAS, the action of vacating a street or roadway is categorically exempt from environmental review per WAC 197-11-800(2)(i) and is therefore not subject to SEPA rules and determinations; and

WHEREAS, Resolution 1346 calling for a public hearing regarding the vacation of the subject right-of-way was passed by the City Council and approved by the Mayor on July 5, 2016; and

WHEREAS, posting requirements of the City of Snohomish Municipal Code 12.48.060 have been met; and

WHEREAS, a public hearing was held before the City Council on August 16, 2016; and

WHEREAS, the Petitioner has agreed to meet certain conditions as set forth herein;

NOW, THEREFORE, the City Council of the City of Snohomish, Washington, do ordain as follows:

Section 1. Vacation. That portion of Ford Avenue right-of-way located north of Maple Avenue, as depicted and legally described on attached Exhibit “A”, which is by this reference incorporated herein by this reference, the same is hereby vacated, and the property lying in said portion of a certain street right-of-way described hereinabove, shall be returned and belong to those persons entitled to receive the property in accordance with the law.

Section 2. Condition of Vacation. The vacation is contingent on the adjacent property owner/petitioner compensating the City in the form of a dedication of that portion of Parcel No. 28061800104400 and 00435900100301, as depicted and legally described on attached Exhibits “B” and “C”, which is by this reference incorporated herein by this reference, the same is hereby dedicated to the City. If the compensation is not completed and

PUBLIC HEARING 6b

the conditions are not complied with within one year from adoption of this Ordinance, then this ordinance shall be void unless the one year period is extended by ordinance of the City Council.

Section 3. Effective Date. This ordinance shall not be published or become effective until all compensation and fees and costs have been paid in full by the Petitioner and all conditions of the City Council have been complied with. This ordinance shall take effect five days after adoption and publication by summary. This vacation, the transfer of the title to the Exhibit A property to Petitioner and dedication to the City of the Exhibit B and C properties shall be effective at such time as this ordinance is recorded in the office of the County Auditor. The City Clerk is directed to record a certified copy of this ordinance with the Snohomish County Auditor's Office upon confirmation from the Public Works Director that all conditions set forth in this ordinance, including, but not limited to the compensation to the City as set forth herein have been satisfied. Costs of recording shall be the responsibility of the owner/Petitioner. Following recording of this ordinance, a certified copy shall be sent to the Snohomish County Treasurer's Office.

Section 4. Severability. If any section, subsection, sentence, clause, phrase, or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase, or word of this ordinance.

Section 5. Implementation. The City Manager is hereby authorized to implement such administrative procedures as may be necessary to carry out the directives of this ordinance.

ADOPTED by the City Council and **APPROVED** by the Mayor this 16th day of August, 2016.

CITY OF SNOHOMISH

By _____
MAYOR KAREN GUZAK

ATTEST:

APPROVED AS TO FORM:

By _____
PAT ADAMS, CITY CLERK

By _____
GRANT K. WEED, CITY ATTORNEY

EXHIBIT A

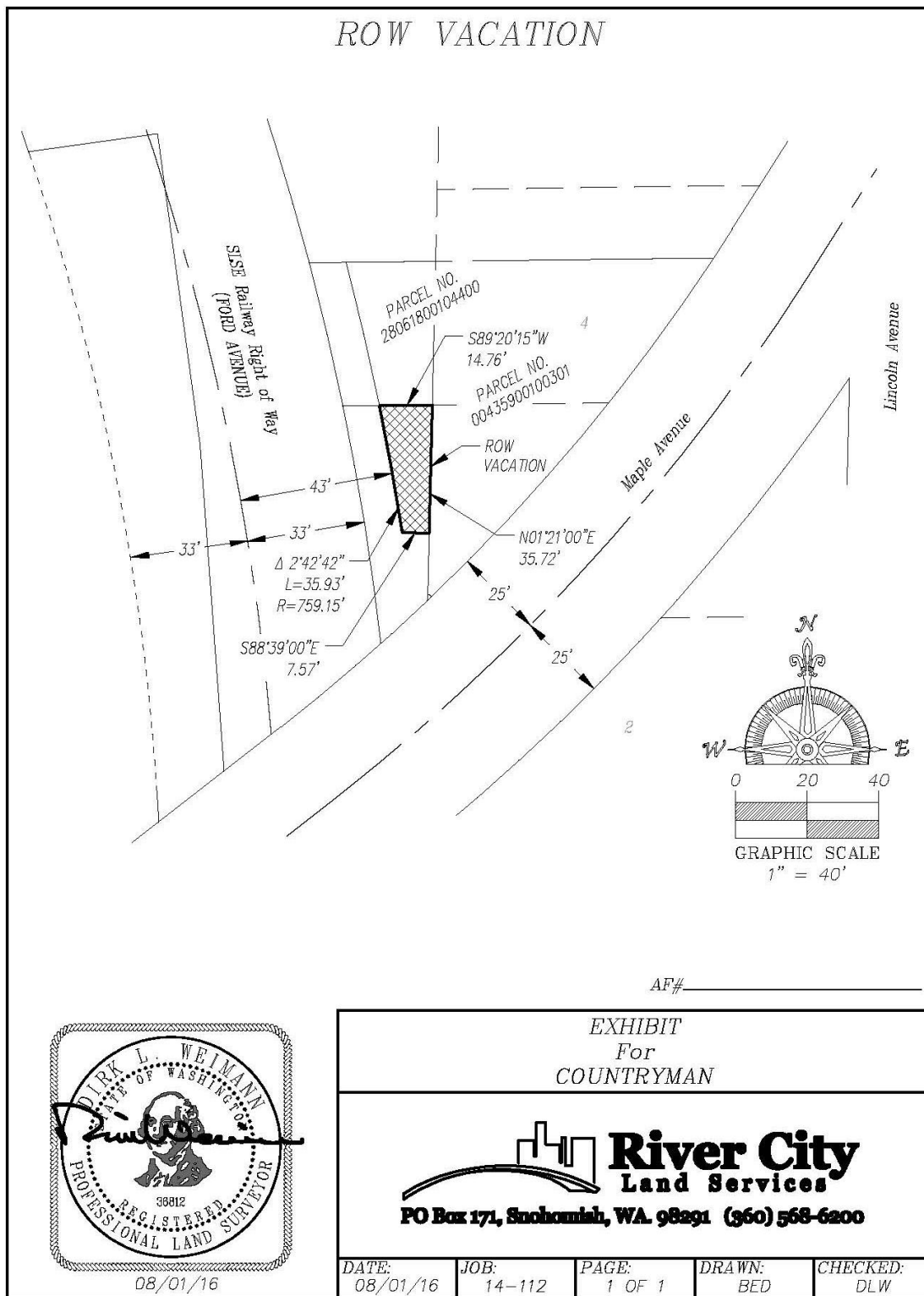


EXHIBIT A (continued)

LEGAL DESCRIPTION:

THAT PORTION OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 18, TOWNSHIP 28 NORTH, RANGE 6 EAST, W.M., IN SNOHOMISH COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 3, BLOCK 1, ENGLAND'S ADDITION, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1 OF PLATS, PAGE 38, RECORDS OF SNOHOMISH COUNTY, WASHINGTON, THE TRUE POINT OF BEGINNING;

THENCE S1°21'00"W ALONG THE WEST LINE OF SAID LOT 3 A DISTANCE OF 35.72 FEET;

THENCE N88°39'00" W PERPENDICULAR TO THE WEST LINE OF SAID LOT 3 A DISTANCE OF 7.57 FEET TO A POINT ON THE EASTERLY MARGIN OF THE NORTHERN PACIFIC RAILROAD RIGHT OF WAY;

THENCE NORTHWESTERLY ALONG SAID EASTERLY MARGIN A DISTANCE OF 35.93 FEET ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 759.15 FEET AND CONSUMING A CENTRAL ANGLE OF 2°42'42" TO A POINT OF INTERSECTION WITH NORTH LINE OF SAID LOT 3 PROJECTED WESTERLY;

THENCE N89°20'15"E ALONG THE WESTERLY PROJECTION OF THE NORTH LINE OF SAID LOT 3 A DISTANCE OF 14.76 FEET TO THE NORTHWEST CORNER OF SAID LOT 3 AND THE TRUE POINT OF BEGINNING.

SITUATE IN SNOHOMISH COUNTY, WASHINGTON

CONTAINING APPROXIMATELY 391 SQUARE FEET

EXHIBIT B

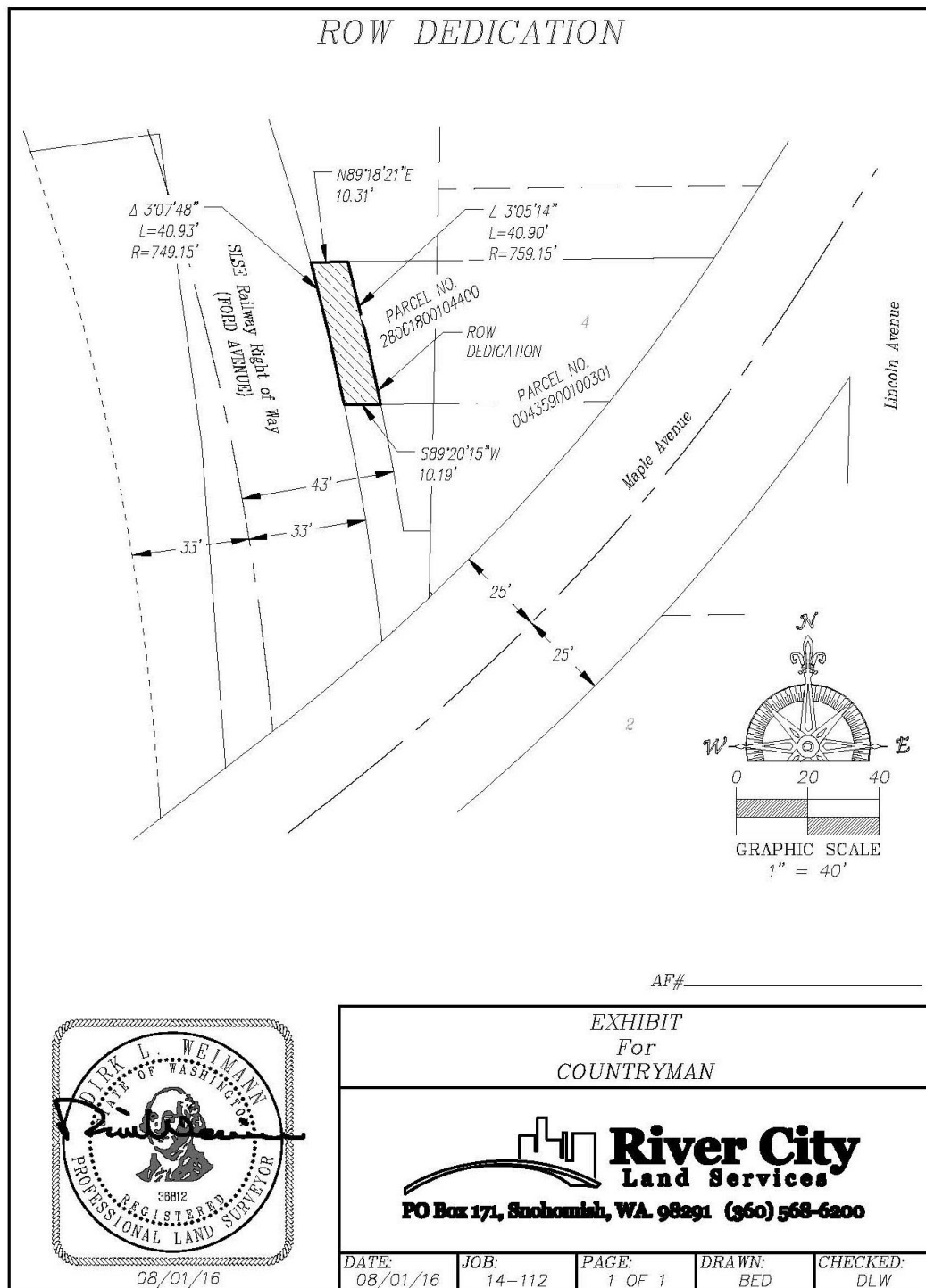


EXHIBIT B (continued)

LEGAL DESCRIPTION:

THAT PORTION OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 18, TOWNSHIP 28 NORTH, RANGE 6 EAST, W.M., IN SNOHOMISH COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 4, BLOCK 1, ENGLAND'S ADDITION, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1 OF PLATS, PAGE 38, RECORDS OF SNOHOMISH COUNTY, WAASHINGTON, THE TRUE POINT OF BEGINNING;

THENCE N1°21'00"E ALONG THE WEST LINE OF SAID LOT 4 A DISTANCE OF 39.98 FEET TO A POINT ON THE SOUTH LINE OF THE NORTH 20.00 FEET OF SAID LOT 4; THENCE S89°18'21"W ALONG THE WESTERLY PROJECTION OF SAID SOUTH LINE OF THE NORTH 20.00 FEET OF SAID LOT 4 A DISTANCE OF 35.27 FEET TO A POINT ON THE EASTERLY MARGIN OF THE NORTHERN PACIFIC RAILROAD RIGHT OF WAY;

THENCE SOUTHEASTERLY ALONG SAID EASTERLY MARGIN A DISTANCE OF 40.90 FEET ALONG THE ARC OF A CURVE, CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 749.15 FEET AND CONSUMING A CENTRAL ANGLE OF 3°07'48" TO A POINT OF INTERSECTION WITH THE SOUTH LINE OF SAID LOT 4 PROJECTED WESTERLY;

THENCE N89°20'15"E ALONG THE WESTERLY PROJECTION OF THE SOUTH LINE OF SAID LOT 4 A DISTANCE OF 24.95 FEET TO THE SOUTHWEST CORNER OF SAID LOT 4 AND THE TRUE POINT OF BEGINNING.

EXCEPT ALL THAT PORTION THEREOF LYING EASTERLY OF AN ARC, CONCAVE TO THE SOUTHWEST, SAID ARC BEING 43.00 FEET EASTERLY OF AND PARALLEL WITH THE CENTERLINE OF THE BURLINGTON NORTHERN RAILROAD RIGHT OF WAY AS MEASURED PERPENDICULAR THERETO.

SITUATE IN SNOHOMISH COUNTY, WASHINGTON.

CONTAINING APPROXIMATELY 409 SQUARE FEET

EXHIBIT C

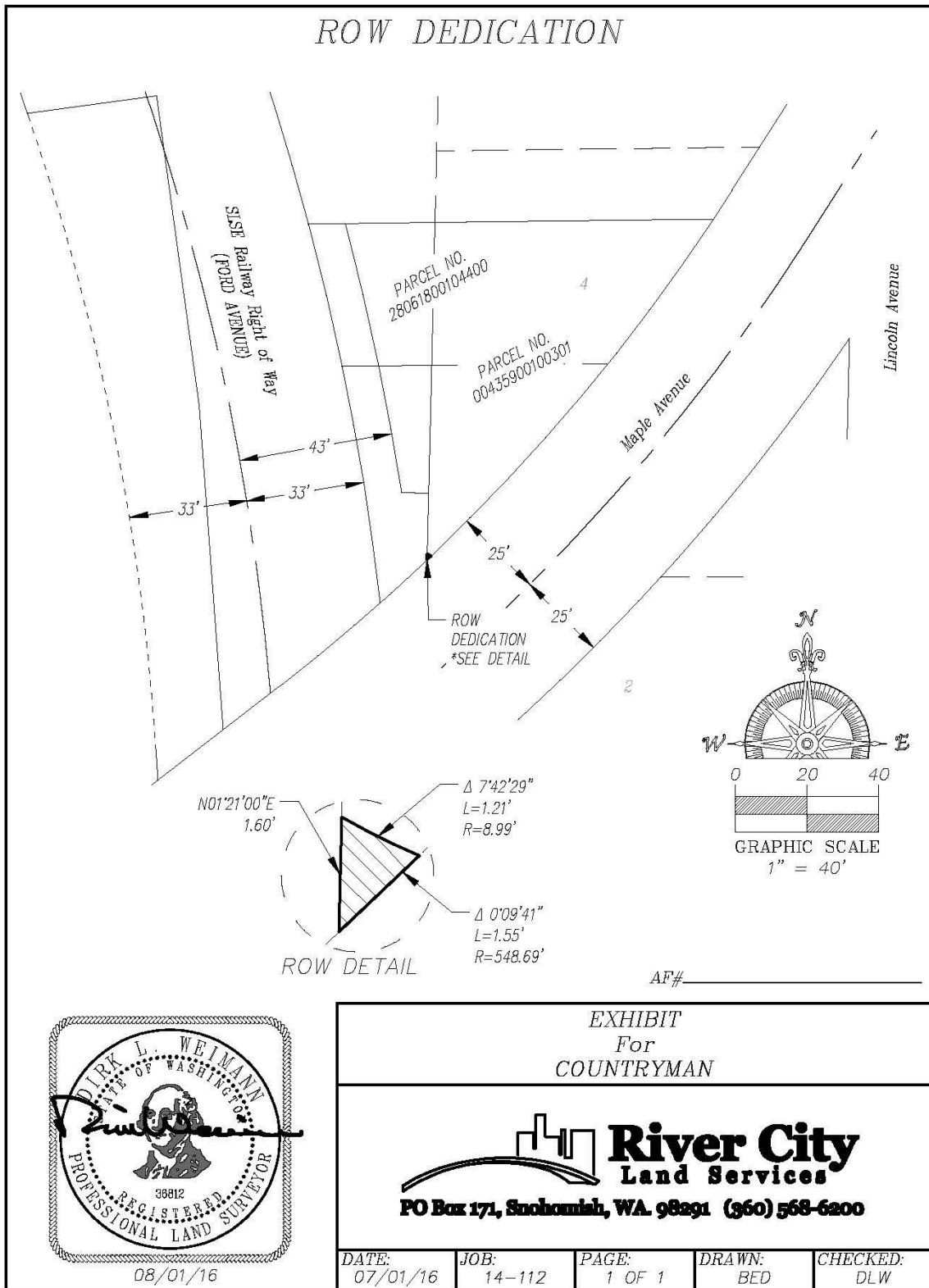


EXHIBIT C (continued)

LEGAL DESCRIPTION:

THAT PORTION OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 18, TOWNSHIP 28 NORTH, RANGE 6 EAST, W.M., IN SNOHOMISH COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 3, BLOCK 1, ENGLAND'S ADDITION, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1 OF PLATS, PAGE 38, RECORDS OF SNOHOMISH COUNTY, WASHINGTON;
THENCE S01°21'00"W ALONG THE WEST LINE OF SAID LOT 3 A DISTANCE OF 52.73 FEET TO A POINT ON THE NORTH EDGE OF AN EXISTING CONCRETE SIDEWALK;
THENCE FOLLOWING SAID NORTH EDGE OF EXISTING CONCRETE SIDEWALK IN A SOUTHEASTERLY DIRECTION 1.21 FEET ALONG AN ARC, CONCAVE TO THE NORTHEAST, THE CHORD OF WHICH BEARS S63°31'14"E, HAVING A RADIUS OF 8.99 FEET, AND CONSUMING A CENTRAL ANGLE OF 7°42'29" TO A POINT ON THE WESTERLY MARGIN OF MAPLE AVENUE;
THENCE SOUTHWESTERLY ALONG SAID WESTERLY MARGIN OF MAPLE AVENUE A DISTANCE OF 1.55 FEET TO THE POINT OF INTERSECTION WITH THE WEST LINE OF AFOREMENTIONED LOT 3;
THENCE N01°21'00"E ALONG SAID WEST LINE A DISTANCE OF 1.60 FEET TO THE TRUE POINT OF BEGINNING.

SITUATE IN SNOHOMISH COUNTY, WASHINGTON.

CONTAINING APPROXIMATELY 1 SQUARE FOOT.

DISCUSSION ITEM 7a

Date: August 16, 2016
To: City Council
From: Denise Johns, Project Manager
Subject: **Hal Moe Site Ad Hoc Advisory Committee Update**

The purpose of this agenda item is to update City Council on the Hal Moe Pool ad hoc Advisory Committee's progress.

Background: The Hal Moe Pool ad hoc Advisory Committee (Committee) has completed its first six months of a two year master planning effort for the Hal Moe Pool building and surrounding land. Their study will include the Hal Moe Pool building and entire block located north of Second Street, east of Lincoln Avenue, west of Pine Avenue, and south of Third Street.

Their first meeting convened January 28, 2016 and is conducted monthly on the last Thursday evening at 5:30 pm. The Committee's process is a community-centered effort, illustrated in Attachment A. The Committee's work has been focused on research and summarized in their meetings' Agenda Planner (See Attachment B).

Update:

January – May Meetings: In addition to analyzing factors affecting the site, the Committee began the process of developing their vision/mission statement, images of possible events and activities of interest to the community and culture to guide their process (see Attachment C).

June Meeting - the Committee agreed to study further two ideas:

- The feasibility of redeveloping the existing Hal Moe Pool building into a multi-use, multi-generational, and multi-ability-level public facility.
- Research an option to partner with a non-profit organization for the management and operation of a City-owned facility.

July Meeting: Marci Volmer of the Snohomish Boys and Girls Club, and Patsy Cudaback of the Monroe YMCA met with the Committee during their July 28 meeting. During this meeting, the Committee learned general information about these organizations' mission, programming and community-centered efforts.

Next Steps:

The Committee's next steps will be to solicit comments from the community. This will occur during their August meeting. Consistent with the Committee's community-centered focus, a neighborhood open house/community picnic will be held at the site. The intent of this open house/picnic will be to update and solicit comments from the community.

September – December Meetings: Based upon community comments, the Committee will begin developing a scope of work for a consultant team to evaluate the feasibility of redeveloping the existing building into a multi/ purpose/ generational flexible facility.

DISCUSSION ITEM 7a

2017: The work plan for 2017 will involve working with the consultant team, City staff, community, and possibly a nonprofit organization in developing conceptual plans and designs, cost estimates, and programming scenarios for a City-owned facility.

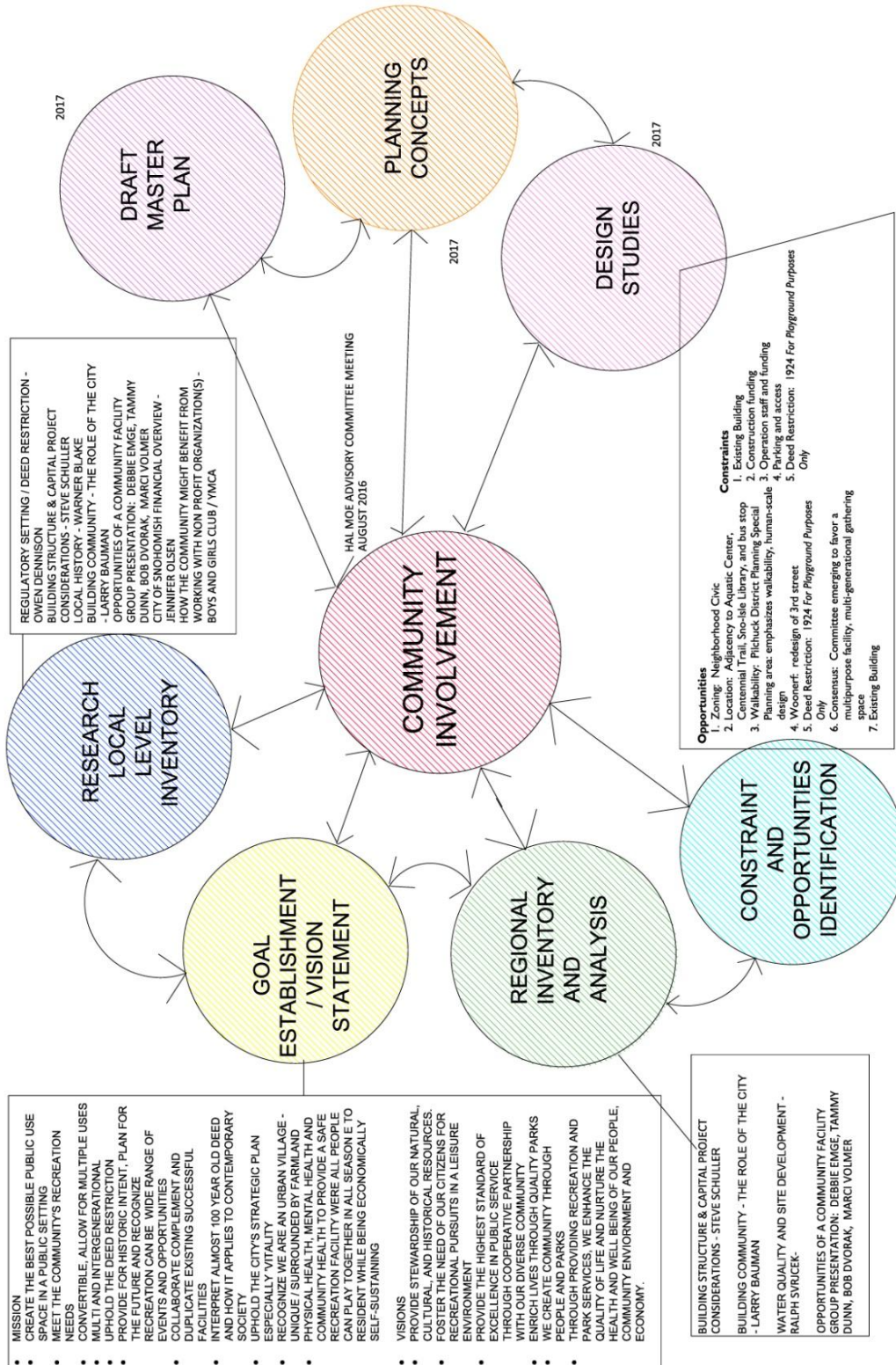
STRATEGIC PLAN REFERENCE: Initiative #1: Establish a sustainable model for strengthening and expanding our parks, trails, and public spaces; Initiative #2: Strengthen our foundations for connecting neighbors and enhancing our neighborhoods; Initiative #6: Cultivate local businesses and promote the City as a great place to do business; Initiative #7: Strengthen the City's attractiveness as a regional destination; Initiative #8: Invest in Snohomish's civic facilities.

RECOMMENDATION: That the City Council REVIEW and DISCUSS the Hal Moe Site Ad Hoc Advisory Committee Update.

ATTACHMENTS:

- A. Process Diagram
- B. Agenda Planner
- C. Vision/Mission, Images, Culture

ATTACHMENT A



ATTACHMENT B

agenda planner

Hal Moe Pool Advisory Committee – Six Month Tentative Work Schedule

Meeting Date:	1/28/2016	Kickoff meeting – Research topic presentation: Land-use Review and Regulatory Setting —Owen Dennison, City of Snohomish Planning Director
Meeting Date	2/18/2016	Site Visit at Hal Moe Pool Building – All
Meeting Date:	2/25/2016	Setting and Background Information – Research topic presentation: Building Structure & Capital Project Considerations – Steve Schuller – Feedback to date, Existing Structures, Capital Grants & Provisos, Operations Costs – Steve Schuller, City of Snohomish, Deputy City Manager and Public Works Director
Meeting Date:	3/31/2016	Setting and Background Information – Research topic presentation: Where in the Water is Hal Moe — Ralph Svrjcek- Water Quality Specialist Department of Ecology The History and Legends of Snohomish's Three Hallowed Lots – Warner Blake, Historian and Artist, Snohomish, WA
Meeting Date:	4/28/2016	Setting and Background Information – Research topic presentation: Building Community: What is the Role of the City? - Larry Bauman, City of Snohomish City Manager Opportunities of a Community Facility – Group Presentation: Debbie Emge, Economic Development Manager, City of Snohomish; Tammy Dunn, Snohomish County Tourism Bureau; Bob Dvorak, Committee Member, Snohomish Senior Center; Marci Volmer, Boys and Girls Clubs of Snohomish County, Northwest Area Director
Meeting Date	5/26/2016	Setting and Background Info – Research topic presentation: City of Snohomish Financial Overview - Jennifer Olsen City of Snohomish, Finance Director Decision Tree: Capital Improvement Projects / Operations and Management – Jerry Hautimaki, Committee Member, Professional Engineer (Retired)
Meeting Date	6/28/2016	Setting and Background Information - Research topic discussions: Operation and Management options – Denise Johns / All
Meeting Date	7/28/2016	Setting and Background Information – Research topic discussions: Partnering with the YMCA: 'How and why would the community want to partner with the YMCA in providing operation and management of a renovated Hal Moe Pool?' Patsy Cudaback, Executive Director and Ka'ohe Wong, Senior Program Director

Hal Moe Pool Advisory Committee

agenda planner

Partnering with the Boys and Girls Club: 'How and Why would the community want to partner with the BGC in providing operation and management of a renovated Hal Moe Pool?'
Marci Volmer, Northend Area Director and Bill Tsoukalas, Executive Director

City Council Meeting, August 16, 2015 - Selection of committee member to speak to City Council regarding the 'Deed Restriction – 'For Playground Purposes Only'.

Upon completion of the committee's research, what (future) recommendations to Council conform to the deed restriction?

Meeting Date	8/25/2016	Community open house – Solicit comments from stakeholders on findings thus far
Meeting Date	9/25/2016	Setting and Background Information – Research topic discussions: Results of community forum – implications for planning
Meeting Date	10/27/2016	Setting and Background Information – Research topic discussions: Architect / Landscape Architect topic TBD
Meeting Date	11/17/2016*	Setting and Background Information – Research topic discussions: Topic TBD
Meeting Date	12/29/2016	Setting and Background Information – Research topic discussions: Topic TBD

Hal Moe Pool Advisory Committee

ATTACHMENT C

3-31-2016	
create the best possible public use space in a public setting	about the interpretation of the intent of statement made almost 100 years ago to how it applies to contemporary society and the inevitable changes which have occurred over the 100 years. We need to think about needs now and into the next 50 to 100 years.
recreation, we need to meet the needs of the community (skateboarders, seniors, etc) we need to provide opportunities for recreation	strategic plan, specifically the goal calling for the increase the vitality.strategic plan, specifically the goal calling for the increase the vitality.
convertible such as basketball to pickle ball to art show or community meeting; versatility in such as space to allow for multiple uses, there are many examples.	public spaces define the character of a city; and since the beginning of time public markets have been a park of cities; public squares enhance livability and anchor to downtown development.
Multi and intergenerational	
deed restriction should be upheld	an urban village, although not urban compared to other large metropolitan areas, we are surrounded by farmland.
historic intent and needs of the future. Recreation can be a wide range of events and opportunities examples would be a rock concert, art show, farmers market, basketball court, tennis, banquet dinner. These all represent recreational activities.	physical health, mental health and community health to provide a safe recreational facility where all people can play together in all seasons be free to residents while being economically self-sustainin
really representative of 'playground': converting the space from concert to basketball to art show to banquet dinner.	<div>VISIONS Provide stewardship of our county's natural, cultural, and historical resources. Foster the need of our citizens for recreational pursuits in a leisure environment. Provide the highest standard of excellence in public service through cooperative partnership with our diverse community.</div>
we are a part of an overall composition of uses and it is important to think in terms of collaborating, cooperate, complementing and not duplicate existing successful facilities	enrich lives through quality parks we create community through people and parks Through provision of recreation and parks services, we enhance the quality of life and nurture the health and well-being of our people, our community, our environment and our economy



HMP vision board
June 2016



DISCUSSION ITEM 7a

HMP vision board June 2016



DISCUSSION ITEM 7a

PLANNING LINKS KNOWLEDGE TO ACTION
JOHN FRIEDMAN



HAL MOE POOL ADVISORY COMMITTEE
January 28, 2016

DISCUSSION ITEM 7a

VALUES GUIDING THE ADVISORY COMMITTEE

The Snohomish City Council values the following ideals for its own operations and for the City of Snohomish as a local government institution:

Respect

The City Council believes that honest, integrity, cooperation and civility are essential in maintaining respect for citizens and for the members of the City Council.

Community

The City Council honors its role in serving the community through a commitment to diversity, volunteerism, and compassion.

Responsible Stewardship

The City Council embraces its responsibility for stewardship through respect for the natural environment, maintenance of an intact and small-town identity and growth that supports our historic character. It also believes that finance accountability and geographically balanced support and respect of all area of the community are essential to creating a positive environment for families through City programs and facilities.

Excellence in Leadership

The City Council endeavors to excel in leadership through accountability, effectiveness and efficiency, honesty and veracity, and fairness and equity. In working for the greater good of the community, it values listening before making decisions, responding to a respecting diverse opinions and being constantly aware of changes in the community that may require the City's attention.

Regional Perspective

The City Council advocates within the region for the interests of our community through collaboration with all viable partners that can assist us in supporting the community's needs.

Respect for the Decision-Making Process

The City Council seeks in its operations as a local government legislative body to work in a spirit of cooperation and toleration of diverse opinions to make the best possible decisions on behalf of the community.

DOCUMENTS GUIDING THE ADVISORY COMMITTEE

Planning efforts will be guided by City codes, guidelines, and plans, including the following documents:

- Municipal Plan <http://ci.snohomish.wa.us/283/Municipal-Code>
- City of Snohomish Strategic Plan 2014-2018:
<http://www.snohomishwa.gov/DocumentCenter/View/285>
- Pilchuck District Subarea Plan <http://ci.snohomish.wa.us/385/Pilchuck-District>
- Park, Recreation and Open Space 2015-2035 Long Range Plan
<http://ci.snohomish.wa.us/DocumentCenter/View/2242>

HAL MOE POOL ADVISORY COMMITTEE
January 28, 2016

DISCUSSION ITEM 7a

Imagine Snohomish Strategic Plan - Outline

Initiative #1: Establish a sustainable model for strengthening and expanding our parks, trails, and public spaces

Initiative #2: Strengthen our foundations for connecting neighbors and enhancing our neighborhoods

Initiative #3: Strengthen the community's connections to our rivers

Initiative #4: Increase multi-modal mobility within and connections to the community

Initiative #5: Become more environmentally sustainable

Initiative #6: Cultivate local businesses and promote the city as a great place to do business

Initiative #7: Strengthen the city's attractiveness as a regional destination

Initiative #8: Invest in Snohomish's civic facilities

Hal Moe Pool Meeting Culture

Comments involve our master planning effort only and are limited to three minutes

Our actions and words conform to the Snohomish City Council values

We support our overall mission to make recommendation for how this project could provide the community a wide variety of compatible uses which support citizen needs in an affordable and feasible way

HAL MOE POOL ADVISORY COMMITTEE
January 28, 2016

DISCUSSION ITEM 7b

Date: August 16, 2016
To: City Council
From: Glen Pickus, Planning Director
Subject: **Averill Youth Complex Parcels Deeds Restrictions**

INTRODUCTION

The City-owned parcels that comprise the Averill Youth Complex have different zoning designations and have had a variety of deed restrictions. This agenda item provides for City Council discussion on the existing and former deed restrictions on the parcels that comprise the Averill Youth Complex site and how best to preserve the intent of those restrictions. Ultimately, it is the City's objective to preserve City control of the property for public recreational and park use.

BACKGROUND

The Averill Youth Complex site is currently comprised of three tax parcels totaling 4.5 acres that are owned by the City. Originally the three parcels were 20 platted lots and one unplatted area. Facilities located on the site include the Hal Moe Pool building, the Tillicum Kiwanis playground, a skate park, and the Boys & Girls Club.

The Hal Moe building is located on the north tax parcel which is comprised of Lots 7-14 and the north half of Lots 6 and 15 of Block 1 of Mrs. Hogan's Addition of 1890. The parcel is zoned Pilchuck District with the Civic subzone designation. The playground and skate park are located on the middle tax parcel, which is comprised of Lots 1-5, 16-20, and the south half of Lots 6 and 15. The entire parcel is zoned Public Park.

The Boys & Girls Club is on the south tax parcel and is zoned Public Park. It is comprised of unplatted property.

The lots were deeded to the City through three transactions:

1. In 1922, Snohomish County conveyed Lots 1-8 and 13-20 to the City with a deed restriction "for playground purposes only".
2. Also in 1922, the unplatted southern portion of the site was conveyed to the City by the County with the same restriction.
3. Lots 9-12 were deeded to the City in 1924 by the Snohomish Playground Association, which no longer exists. The same "for playground purposes only" restriction was included.

The "for playground uses only" restriction was removed by the County from Lots 1-8 and 13-20 in 1988 and from the unplatted property in 2015 through the quit claim deed process. The "for playground purposes only" restriction remains on Lots 9-12. However, because the Snohomish Playground Association no longer exists and there are no known successors to its interests, in the opinion of the City Attorney, no parties would have standing in court to enforce the restriction.

DISCUSSION ITEM 7b

In 1906, 1940, and 1990 the rights-of-way surrounding the Averill site, as well as right-of-way for an alley in the middle of the site, were vacated. The portion of the vacated right-of-way adjacent to each parcel then became a part of that parcel. However, in the opinion of the City Attorney, any deed restriction on the parcel did not extend to the vacated right-of-way portion of the parcel because the legal descriptions for the restricted parcels do not include the adjoining rights-of-way.

The Hal Moe Pool tax parcel was conveyed to the Snohomish School District by the City in 1989 with no deed restriction since it had been removed in 1988. In 2013 the District conveyed the tax parcel back to the City with the restriction that the property must be used “for public purposes”.

To summarize, currently the Averill Youth Complex properties has only one effective deed restriction – for “public purposes” – which only applies to the Hal Moe Pool parcel. The southern two-thirds of the site is zoned Public Park and the northern third (the Hal Moe Pool parcel) is zoned Pilchuck District-Civic.

OPTIONS

Staff has identified three options to achieve the city’s objective for the Averill site:

- Do nothing. Leave the existing zoning and deed restrictions unchanged.
- Impose (re-impose) restrictions on the use of the site’s parcels to recreational and public park uses by recording a “Declaration of Restriction”.
- Approve a resolution stating the Council’s intent to preserve the property for public park and recreational uses by rezoning all of the parcels and associated vacated rights-of-way to Public Park in the next Comprehensive Plan Amendment cycle (2017).

ANALYSIS

Do Nothing

If Council chooses to leave the zoning as-is and not modify the deed restrictions most of the property could only be developed in a way consistent with the uses allowed by the City’s zoning regulations in the Public Park zoning district. Uses allowed outright in the Public Park zone include campgrounds, public parks, public trails, recreational centers, sports clubs, theaters, forest research, caretaker residences, arboretums, and conference centers. Libraries and museums are allowed if related to the “history, purpose, or function of the public park.” Retail eating and/or drinking establishments are allowed “when ancillary to a recreational land use.” Some limited other uses are allowed as a conditional use.

However, the north tax parcel where the Hal Moe Pool is located is zoned Pilchuck District within the Civic subzone designation. Uses allowed outright in this zone include restaurants, accessory uses consistent with the intent of the zone, municipal offices, parks and recreation, community center, educational facilities, libraries, museums, fire and police stations, general assembly such as private clubs and rental spaces, and parking garages. Temporary open air markets and vendor carts/stands are allowed on a provisional basis under special circumstances. Therefore, the north tax parcel could be developed with non park uses. The existing restriction limiting use to the north portion of this tax parcel to “playground purposes only” would not effectively limit the uses since there are no parties with standing who could appear in court to seek enforcement of the restriction.

DISCUSSION ITEM 7b

Impose (re-impose) Restrictions

The Council could choose to record a “Declaration of Restriction” limiting use of the site for “recreational and public use” or even some other limitation such as the originally stated “playground purposes only”. The City Attorney’s Office has drafted a document that could do this (See Attachment 5).

The City Attorney advises a Declaration of Restriction may not be the most efficient, effective and enduring legal tool to restrict use of the property for several reasons (see Attachment 6). One main reason is that two parties are required for such a document to be enforceable. In this case, there’s only one party – the City of Snohomish. Also, the process for recording a Declaration of Restriction would be a legislative act by the Council that does not require a public process. It can be approved and authorized in the consent agenda at a public meeting. Similarly, a future City Council could authorize termination of the agreement without benefit of a public process, as long as the City remains the sole owner of all of the Averill Youth Complex properties.

If the Council is to pursue this option the uses that would be allowed must be carefully defined. Staff believes the term used in the old deed restrictions, “playground purposes only” is archaic. It’s likely the intent in the 1920s was the same as what is meant today by “recreational and park uses”. If the term, “playground purposes only” is used today, we would refer to the dictionary definition of playground which means an area equipped with facilities for recreation, especially by children. A more modern and broader term should be used, such as “recreational and public parks”. It’s possible to narrow the term down by including clarifying details that reference the types of facilities that would be allowed. An example of what this would look like is in Article I – Definitions, of Attachment 6.

Resolution to Rezone

Rezoning the north tax parcel from Pilchuck District/Civic to Public Park would result in the Averill Youth Complex properties all having the same zoning designation and would restrict the uses on the entire site to those uses currently allowed in the Public Park zoning.

Rezoning property requires an extensive public process. There are broad opportunities for the public to participate at public hearings and through docketing, consideration by the Planning Commission, and final action by the City Council. Because of the process involved and the limitation on amending the City’s Comprehensive Plan to once a year it is not possible to do this rezone quickly.

If it is the intent of the City Council to pursue the rezone option, a resolution stating that intent could be approved. Attachment 4 is an example of what such a resolution might look like. While the resolution could be revoked by a future City Council and does not guarantee the rezone would be approved, approving the resolution would be a clear statement of the current Council’s intention.

If a rezone is eventually approved and codified, future efforts to change/undo that rezone would require the same extensive process requiring multiple opportunities for public participation.

DISCUSSION ITEM 7b

It is for these reasons that staff believes rezoning would be the better vehicle for restricting use of the property with the added benefit that it provides for a broad opportunity for public input.

STRATEGIC PLAN REFERENCE: Initiative #1: Establish a sustainable model for strengthening and expanding our parks, trails, and public spaces.

COMPREHENSIVE PLAN REFERENCES: Goal PRO 1: Provide a high-quality system of parks, recreation, and open space. Develop a well-maintained, interconnected system of multi-functional parks and recreation facilities and open space that is attractive, safe and available to all segments of the City's population. Goal PRO 6: Expand park, recreation, and open space opportunities via the strategic use of new and existing resources. Continue to provide high-quality parks, recreation, and open space for city residents through the efficient use of City resources, which could include the establishment of a sustainable funding model.

RECOMMENDATION: Staff recommends City Council approval of a resolution stating its intent to preserve control of the Averill Youth Complex site for public recreational and park uses by rezoning, during the 2017 Comprehensive Plan amendment cycle, to Public Park all of the related properties and vacated rights-of-way.

ATTACHMENTS:

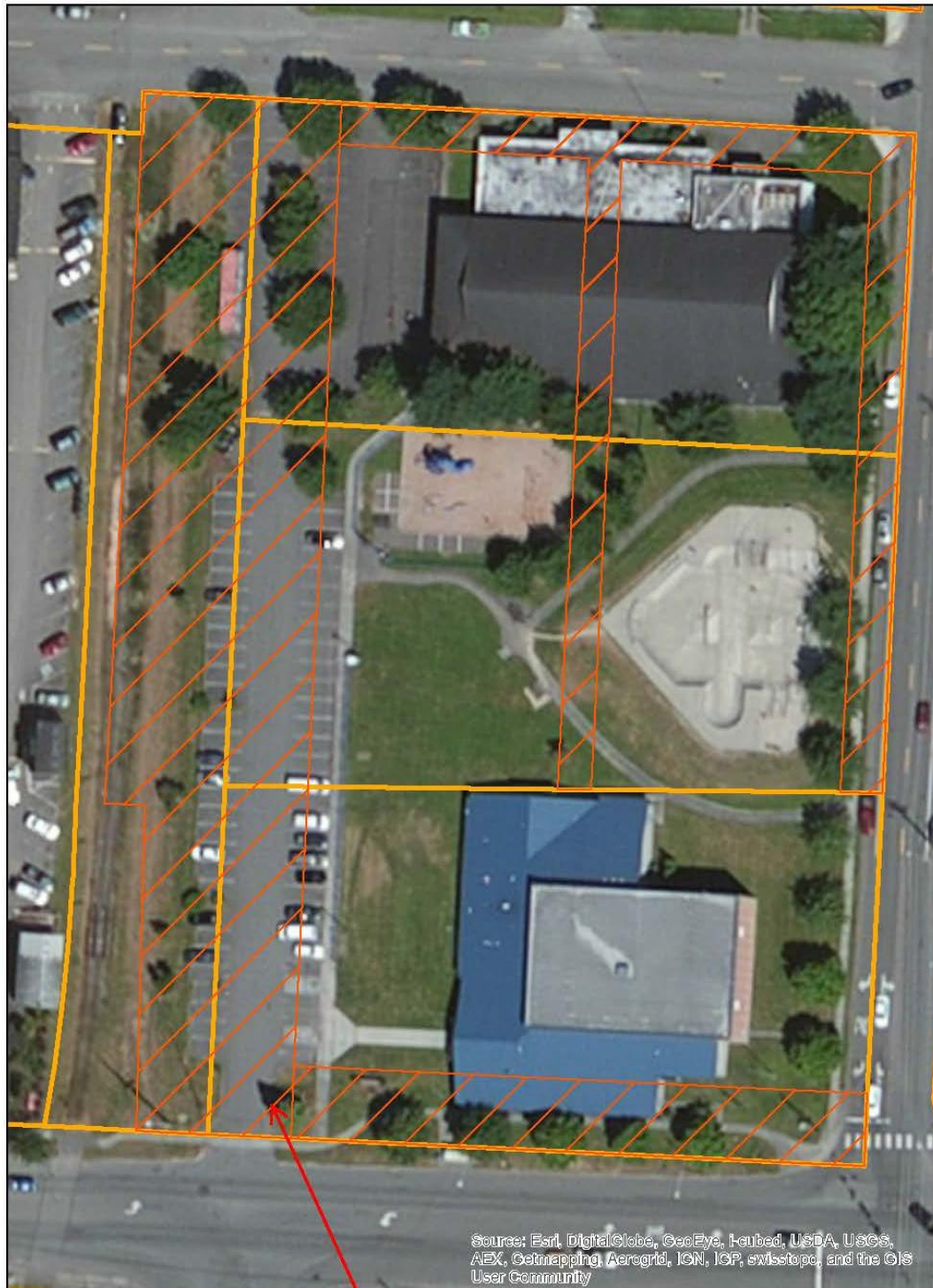
- A. Aerial
- B. Parcel map
- C. Zoning map
- D. Resolution (draft)
- E. Declaration of Restriction (draft)
- F. City Attorney memo regarding draft Declaration of Restriction

REFERENCE DOCUMENTS:

1. City of Snohomish Strategic Plan 2014-18.
(<http://www.snohomishwa.gov/DocumentCenter/Home/View/285>)
2. City of Snohomish Comprehensive Plan (revised March 15, 2016)
(<http://wa-snohomish.civicplus.com/DocumentCenter/View/2353>)

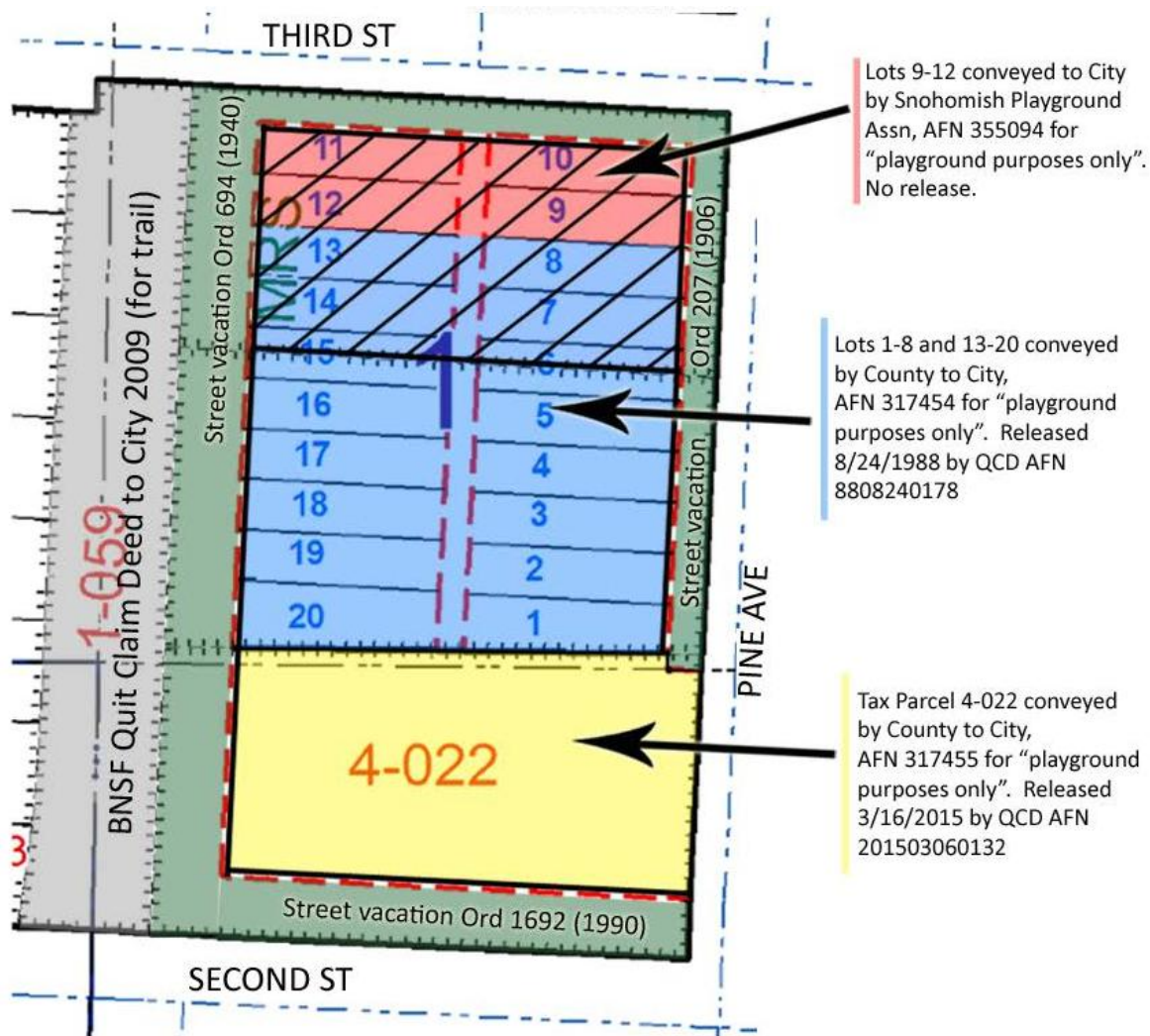
DISCUSSION ITEM 7b

ATTACHMENT A






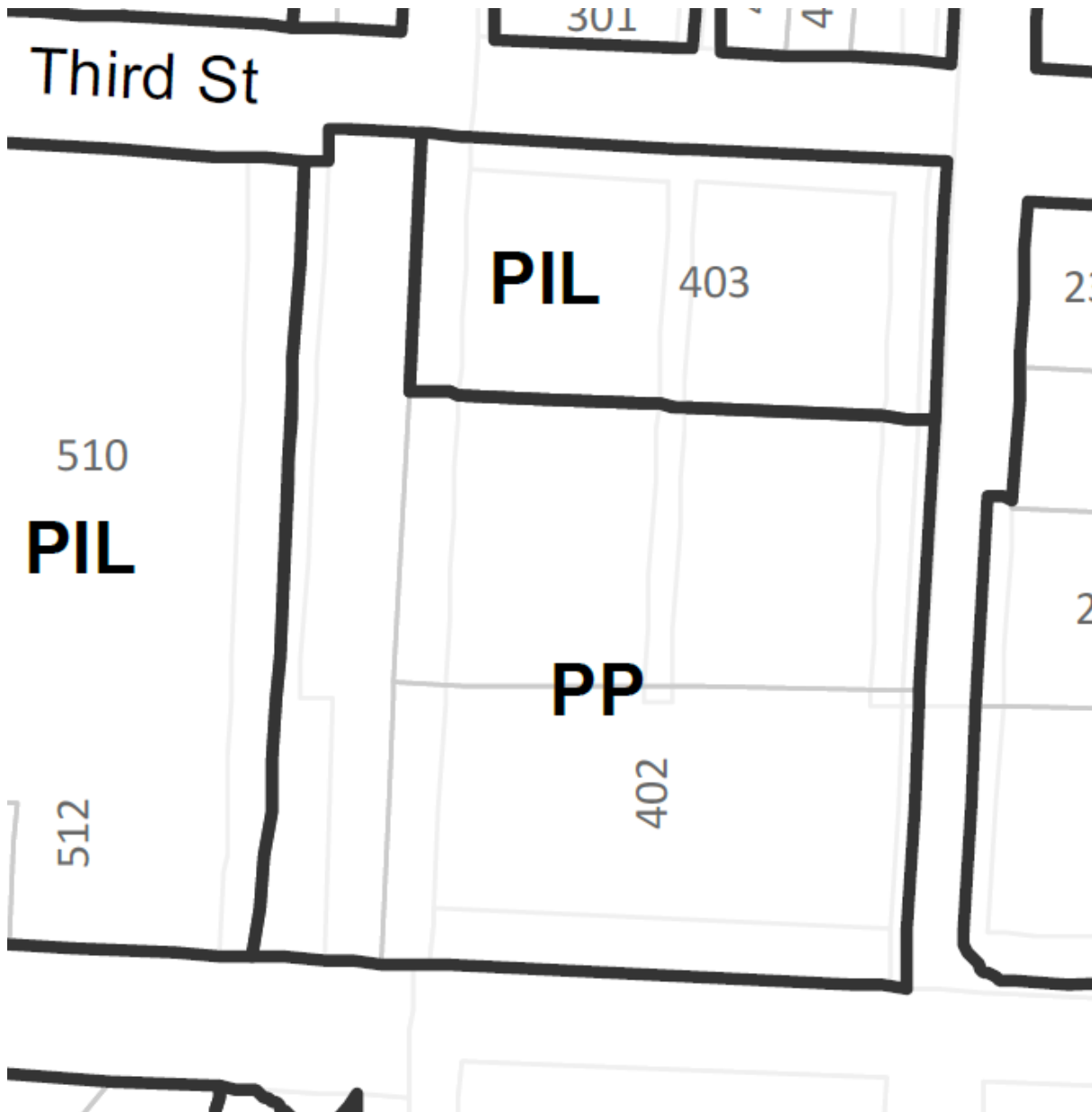
Vacated Right of Way

ATTACHMENT B



Hal Moe Pool, Skate Park/tot lot, and Boys & Girls Club parcels

-  Hal Moe Pool: Lots 7 through 14 and the North half of Lots 6 and 15 of Block 1, Mrs. Hogan's Addition
-  Skate park/tot lot: South half of Lots 6 and 15, and Lots 1 through 5 & 16 through 20 of Block 1, Mrs. Hogan's Addition
-  Boys & Girls Club: Parcel 4-022 (unplatted)



PIL – Pilchuck District
PP – Public Park

ATTACHMENT D

**CITY OF SNOHOMISH
Snohomish, Washington**

RESOLUTION #####

**A RESOLUTION OF THE CITY OF SNOHOMISH STATING THE
INTENT TO RESTRICT THE USE OF THE AVERILL YOUTH
COMPLEX PROPERTIES TO PUBLIC RECREATIONAL AND PARK
USES**

WHEREAS, the City of Snohomish owns three tax assessor parcels which combined make up the Averill Youth Complex site; and

WHEREAS, public park and recreational facilities located on the site include the Hal Moe Pool, the Boys and Girls Club, a skate park, and the Tillicum Kiwanis playground; and

WHEREAS, a public process is currently underway to advise the City Council on the redevelopment of the Hal Moe Pool building and site; and

WHEREAS, the majority of the site is already zoned Public Park but the northern parcel where the Hal Moe Pool is located is zoned Pilchuck District/Civic which allows for non park uses; and

WHEREAS, it is a City Council objective to preserve city control of all of the Averill Youth Complex properties for public recreational park uses to honor the spirit of current and past deed restrictions; and

WHEREAS, the City Council intends public recreational and park use to mean active and/or passive uses open to the general public intended to improve physical and mental well-being, including cultural and social activity. Examples of recreational and public park facilities would include, but are not limited to, playgrounds, athletic fields and courts, public gathering places, museums, theaters, swimming pools, skate parks, community centers, recreation centers, senior centers, teen centers, fitness centers, gymnasiums, trails/paths for walking/hiking/running/biking, community gardens, meditation gardens, dog parks, and ice skating rinks. Also, public restrooms and parking lots would be allowed as accessory uses to the recreational and public park uses; and

WHEREAS, the City Council believes the best vehicle for restricting use of the properties to recreational and park uses while ensuring there will be a broad opportunity for public participation and input is to amend the Comprehensive Plan and rezone the properties to Public Park.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF SNOHOMISH, WASHINGTON AS FOLLOWS:**

DISCUSSION ITEM 7b

That City staff is hereby directed to start the process to amend the Comprehensive Plan and to rezone the Averill Youth Complex properties to Public Park with the intent of bringing a rezone proposal to the City Council for a decision as soon as possible in compliance with RCW 36.70A.130(2)(a) which limits amendments to comprehensive plans to no more than once a year and after following the Comprehensive Plan amendment and rezone process as required by Snohomish Municipal Code.

PASSED by the City Council and **APPROVED** by the Mayor this #th day of Xxxxx, 2016.

CITY OF SNOHOMISH

By _____
Karen Guzak, Mayor

ATTEST:

APPROVED AS TO FORM:

By _____
Pat Adams, City Clerk

By _____
Grant K. Weed, City Attorney

DISCUSSION ITEM 7b

ATTACHMENT E

Weed, Graafstra and Associates Inc., P.S.
110 Cedar Avenue Suite 102
Snohomish, WA 98290-2944

Please print or type information

Document Title(s) (or transactions contained therein): Declaration of Restrictions
Grantor(s) (Last name first, then first name and initials) City of Snohomish
Grantee(s) (Last name first, then first name and initials)
Legal description (abbreviated: i.e., lot, block, plat or section, township, range, qtr./qtr.) Lots 1-8 and 13-20, all in Block 1 Mrs. Hogan's Addition, and portion of Section 18, Twnp 28 North, Range 6 East, W.M., , Snohomish County, WA Additional legal is on page ____ of document.
Reference Number(s) of Documents assigned or released: N/A
Assessor's Property Tax Parcel/Account Number 280680040220, and _____
The Auditor/Recorder will rely on the information provided on the form. The staff will not read the document to verify the accuracy or completeness of the indexing information provided herein.

DECLARATION OF

RESTRICTIONS

THIS DECLARATION is made effective the ____ day of _____, 2016, by the City of Snohomish, Washington, a Washington municipal corporation, ("Declarant"), the owner of certain lands situated in the County of Snohomish, State of Washington, more particularly described in **EXHIBIT A**, which property is to be known as and is hereinafter referred to as the "Property."

Declarant intends to restrict the use of the Property to recreational and public park uses as defined in this Declaration;

Declarant agrees and covenants that all land and improvements now existing or hereafter constructed over, under, in, upon or above the Property will be held, sold, conveyed subject to, and burdened by the restriction contained in this Declaration for the purpose of enhancing and protecting the value, desirability and attractiveness of the Property for the benefit of the City and its residents. All provisions of this Declaration shall be binding upon all parties having or acquiring any right, title or interest in the Property and shall inure to the benefit of each owner thereof and in all respects be regarded as a covenant running with the land.

ARTICLE I
Definitions

For purposes of the Declaration, "recreational and public park use" shall have the following meaning:

Active and/or passive uses open to the general public intended to improve physical and mental well-being, including cultural and social activity. This includes the current uses and uses generally considered as recreation now, or as recreation may be perceived and defined in the future. Examples of recreational and public park facilities include, but are not limited to, playgrounds, athletic fields and courts, public gathering places, museums, theaters, swimming pools, skate parks, community centers, recreation centers, senior centers, teen centers, fitness centers, gymnasiums, trails/paths for walking/hiking/running/biking, community gardens, meditation gardens, dog parks, and ice skating rinks. Accessory facilities such as public restrooms and parking lots are allowed as a recreational and public park use. Recreational uses may charge a fee consistent with approval of the City Council of the City for activities on the Property.

ARTICLE II
Use Restrictions

City hereby restricts use of the Property to recreational and public park use as defined in Article I of this Declaration.

DISCUSSION ITEM 7b

ARTICLE III

General Provisions

Section 1. Covenants Running with the Land. This covenant is to run with the land and be binding on all parties and persons claiming under the City in perpetuity.

Section 2. Successors and Assigns. The covenants, restrictions and conditions articulated in this Declaration shall run with the land and shall accordingly be binding on all successors and assigns.

Section 3. Severability. The invalidity of any one or more phrases, clauses, sentences, paragraphs or sections hereof shall not affect the remaining portions of this Declaration or any part thereof. In the event that one or more of the phrases, clauses, sentences, paragraphs or sections contained herein should be invalid, this Declaration shall be construed as if the invalid phrase, clause, sentence, paragraph or section had not been inserted.

IN WITNESS WHEREOF, the undersigned being the Declarant herein has hereunto set its hand and seal as of the day and year first hereinabove set forth.

CITY OF SNOHOMISH

By: LARRY BAUMAN, City Manager

STATE OF WASHINGTON)
)ss.
COUNTY OF SNOHOMISH)

I certify that I know or have satisfactory evidence that LARRY BAUMAN is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the City Manager of CITY OF SNOHOMISH, WASHINGTON to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED this day of , 2016.

(Legibly print name of notary)
 NOTARY PUBLIC in and for the State of
 Washington, residing at _____
 My commission expires _____

**EXHIBIT A
LEGAL DESCRIPTION**

Draft

ATTACHMENT F



CITY OF SNOHOMISH

Founded 1859, Incorporated 1890

116 UNION AVENUE ■ SNOHOMISH, WASHINGTON 98290 ■ TEL (360) 568-3115 FAX (360) 568-1375

Office of the City Attorney
WEED, GRAAFSTRA & ASSOCIATES, INC., P.S.
110 Cedar Avenue, Suite 102, Snohomish, WA 98290-2959
(360) 568-3119 · FAX: (360) 568-4437

MEMORANDUM

TO: Larry Bauman, City Manager, Steve Schuller
Deputy City Manager/Public Works Director

FROM: Thom Graafstra, of City Attorneys

DATE: August 4, 2016

RE: Declaration of Restriction

Following up on our meeting of yesterday, August 3, 2016 I am forwarding to you with this Memorandum a near recording ready Declaration of Restriction for portions of the block of property the City owns adjoining the trail and abutting 2nd Street on the north. You requested that I draft a Declaration of Restriction that would restrict use of this property to “recreational uses.”

Please carefully read and review the definition of “recreational use” in Article I. This definition is my creation. I could not find a definition of “recreational use” in city code, so I created this definition after review of the definition in Section 13.04.030 for “Park” and made revisions to account for my understanding of the current uses of the Property.

Please also note that I anticipate the Property as will be described in Exhibit A to be the property in blue and yellow in staff’s presentation (lots 1-8, 13-20 and tax parcel 4-022). As you know from our discussion yesterday, the property in pink (lots 9-12) currently remains subject to a 1924 restriction to “playground purposes only.” In addition, lots 7-14 (the pink and some blue lots) are restricted by an Interlocal Purchase and Sale Agreement with the Snohomish School District and by a companion Bargain and Sale Deed (Recording Number 201310020473) to “public use” as defined in that Agreement and Deed.

Setting aside the policy question if restricting the Property by Declaration is wise public policy, you are finally cautioned and reminded that a Declaration of Restriction may not be the most efficient, effective and *enduring* legal tool to assure future use of the property for “recreational use” and providing residents with a present and future means for input.

DISCUSSION ITEM 7b

Mr. Bauman
Mr. Schuller
August 4, 2016
Page 2

As we discussed yesterday, council action to approve a Declaration of Restriction and to authorize the City Manager to sign and record is a legislative act. It can be approved and authorized in the consent agenda in a public meeting. By the same token, so long as the City remains the sole owner of the entire Property, the council by similar legislative act can approve, authorize for signature, and direct for recording a termination of the Declaration of Restriction. In our view, a better vehicle for restricting the use of the Property, and insuring that there will be a broad opportunity for public input through a public hearing is zoning. Comprehensive plan and zoning changes require numerous steps from application, to docketing, to consideration by the planning commission, to public hearings, and finally action by the council. We would be happy to discuss this caution with you further if you desire.

THG:bj

DISCUSSION ITEM 7b

DISCUSSION ITEM 7c

Date: August 16, 2016

To: City Council

From: Andrew Sics, Project Engineer
Brooke Eidem, Associate Planner
Yoshihiro Monzaki, City Engineer

Subject: **National Pollutant Discharge Elimination System (NPDES) Permit and City Stormwater Regulation Updates**

INTRODUCTION

This agenda item provides a briefing to the City Council on the Department of Ecology National Pollutant Discharge Elimination System (NPDES) Permit requirements. As a requirement of the permit, Phase II agencies, including the City of Snohomish, must complete certain tasks before the end of 2016. These include incorporation of Low Impact Development stormwater techniques into the Municipal Code and Engineering Design Standards, where applicable, and adoption of the 2012 Washington State Department of Ecology Stormwater Management Manual for Western Washington (2012 SWMM).

BACKGROUND

The NPDES permit was first issued in 1995 and was last modified and reissued in 2012. One of the primary features of the latest NPDES permit that distinguishes it from the previous permit is a requirement that new development and redevelopment must utilize *low impact development* (LID) techniques, where feasible, to reduce stormwater run-off from developed land.

The objective of LID is to have developed land mimic the hydrologic characteristics of undisturbed land in its natural state of vegetation, to the greatest extent possible. A number of LID techniques, or best management practices (BMPs) are described in the 2012 SWMM. Examples include leaving portions of the site undisturbed and in native vegetation, planting additional trees and other water-absorbing vegetation, utilizing permeable pavement materials where feasible, and constructing bioretention facilities which treat stormwater and promote infiltration of stormwater into on-site soils. While such techniques have been known and available for many years, they have always been optional and are not particularly widespread in the City. Under the new NPDES permit, such practices are intended to become the “usual and customary” approach to managing stormwater in the future.

PROPOSAL & NEXT STEPS

The City’s development and drainage regulations are contained in several documents: Titles 14 and 15 of the Snohomish Municipal Code (SMC), the 2005 SWMM, and the City Engineering Standards. Within the SMC, drainage regulations are concentrated in Chapter 15.16 (Stormwater Management). In order to comply with the permit requirements, the City must adopt various amendments to these documents. Accordingly, the proposed code amendments relating to stormwater management will be reviewed by the Planning Commission and the City Council.

DISCUSSION ITEM 7c

The specific language will be discussed by the Planning Commission with a public hearing to follow.

Staff is scheduled to present the proposed code amendments to the Planning Commission during their September 7, 2016 meeting. A Planning Commission public hearing on the amendments is also scheduled for October 5, 2016. The recommendation are scheduled to be presented to the City Council during the November 1, 2016 Council meeting.

STRATEGIC PLAN REFERENCE: Initiative #5: Become more environmentally sustainable.

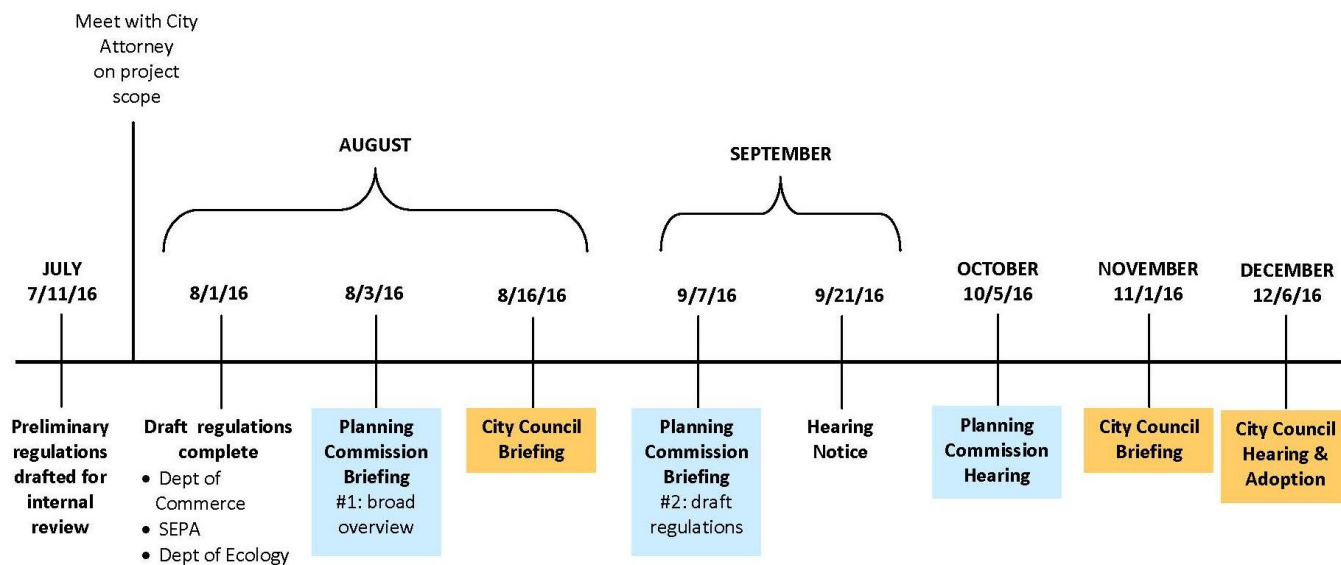
RECOMMENDATION: That the City Council **DISCUSS** the NPDES Permit and City Stormwater Regulation Updates.

ATTACHMENT: Schedule

DISCUSSION ITEM 7c

NPDES LID Code Update Project

Adoption required by December 31



DISCUSSION ITEM 7c

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
Sarah and Quintin Welsh					
	59081	07212016	7/21/16	Overpayment of utility bill	\$359.77
				Check Total	\$359.77
Hammer					
	59082		7/21/16	Refund check	\$24.89
	59082		7/21/16	Refund check	\$550.54
				Check Total	\$575.43
Taylor DDS PS					
	59083		7/21/16	Refund check	\$30.00
				Check Total	\$30.00
Marden					
	59084		7/21/16	Refund check	\$23.48
	59084		7/21/16	Refund check	\$17.56
				Check Total	\$41.04
Werner					
	59085		7/21/16	Refund check	\$60.45
				Check Total	\$60.45
Belva Wanamaker					
	59086		7/21/16	Refund check	\$4.50
	59086		7/21/16	Refund check	\$12.79
	59086		7/21/16	Refund check	\$22.09
	59086		7/21/16	Refund check	\$62.24
	59086		7/21/16	Refund check	\$66.83
	59086		7/21/16	Refund check	\$60.10
				Check Total	\$228.55
Erickson					
	59087		7/21/16	Refund check	\$10.01
	59087		7/21/16	Refund check	\$5.97
	59087		7/21/16	Refund check	\$8.50
	59087		7/21/16	Refund check	\$32.24
	59087		7/21/16	Refund check	\$63.95
	59087		7/21/16	Refund check	\$15.89
				Check Total	\$136.56
Graafstra					
	59088		7/21/16	Refund check	\$33.95
	59088		7/21/16	Refund check	\$304.77
				Check Total	\$338.72
Bonjean					
	59089		7/21/16	Refund check	\$38.91
	59089		7/21/16	Refund check	\$149.76
				Check Total	\$188.67
Jackie Burkett					
	59090		7/21/16	Refund check	\$438.40
				Check Total	\$438.40
Ness					
	59091		7/21/16	Refund check	\$22.36
	59091		7/21/16	Refund check	\$250.34
				Check Total	\$272.70
Thomas and Lori Callahan					
	59092		7/21/16	Refund check	\$174.76
				Check Total	\$174.76
Larry Cole					
	59093		7/21/16	Refund check	\$3.34

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
	59093		7/21/16	Refund check	\$0.71
	59093		7/21/16	Refund check	\$2.55
	59093		7/21/16	Refund check	\$28.40
	59093		7/21/16	Refund check	\$97.15
	59093		7/21/16	Refund check	\$12.37
	59093		7/21/16	Refund check	\$3.13
				Check Total	\$147.65
				Batch Total	\$2,992.70
AAA Champion LLC					
	59094	90	7/29/16	janitorial service-June	\$1,852.93
	59094	91	7/29/16	janitorial service-July	\$1,852.93
				Check Total	\$3,705.86
Aaa Everett Fire Ext. Co. Inc.					
	59095	148623	7/29/16	supplies	\$43.24
				Check Total	\$43.24
Automatic Funds Transfer Services, Inc					
	59096	88988	7/29/16	Storm Printing for May/June Billing	\$496.58
	59096	88988	7/29/16	Garbage Printing for May/June Billing	\$496.58
	59096	88988	7/29/16	Sewer Printing for May/June Billing	\$496.58
	59096	88988	7/29/16	Water Printing for May/June Billing	\$496.59
	59096	88988	7/29/16	Storm Posage for May/June Billing	\$176.79
	59096	88988	7/29/16	Garbage Posage for May/June Billing	\$176.80
	59096	88988	7/29/16	Sewer Posage for May/June Billing	\$176.79
	59096	88988	7/29/16	Water Posage for May/June Billing	\$176.80
	59096	89109	7/29/16	Storm Printing for May/June Billing	\$147.47
	59096	89109	7/29/16	Garbage Printing for May/June Billing	\$147.48
	59096	89109	7/29/16	Sewer Printing for May/June Billing	\$147.48
	59096	89109	7/29/16	Water Printing for May/June Billing	\$147.48
				Check Total	\$3,283.42
All Battery Sales & Service					
	59097	300-10010000	7/29/16	inventory	\$65.56
				Check Total	\$65.56
Alpha Courier Service					
	59098	16036	7/29/16	Lab Courier Service	\$24.20
				Check Total	\$24.20
AT&T Mobility					
	59099	413073-7/16	7/29/16	WTP Modem Scada Remote Connections	\$42.51
				Check Total	\$42.51
Washington Tractor					
	59100	1057566	7/29/16	equipment	\$42.48
				Check Total	\$42.48
Bark Time					
	59101	15636	7/29/16	material	\$2,448.00
				Check Total	\$2,448.00
Benchmark Document Solutions					
	59102	10800	7/29/16	City Hall Fax Machine	\$15.58
				Check Total	\$15.58
Bills Blueprint Inc.					
	59103	533284	7/29/16	supplies	\$21.82
	59103	533461	7/29/16	supplies	\$21.82
				Check Total	\$43.64
Caroline A Ray					
	59104	06282016	7/29/16	Meal Reimbursement	\$100.00
				Check Total	\$100.00

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
Central Welding Supply Inc.					
	59105	RN06161034	7/29/16	supplies	\$13.92
				Check Total	\$13.92
Chinook Lumber					
	59106	1283776	7/29/16	material	\$402.46
	59106	1283776	7/29/16	material	\$402.45
				Check Total	\$804.91
Clair Olivers & Associates					
	59107	320	7/29/16	Water Supply Study	\$602.00
				Check Total	\$602.00
City of Everett Environmental Lab					
	59108	I16001486	7/29/16	Labs	\$218.00
				Check Total	\$218.00
City of Everett Finance					
	59109	I16001485	7/29/16	Stormwater Samples	\$189.00
	59109	I16001484	7/29/16	Raw Water Sample	\$54.00
				Check Total	\$243.00
City Of Everett Utilities					
	59110	01016407252016	7/29/16	6400 118th Dr SE	\$491.20
	59110	01015707252016	7/29/16	6600 109th Ave SE	\$19,636.06
	59110	01954607252016	7/29/16	3300 Blk Bickford Ave	\$3,743.30
	59110	01741007252016	7/29/16	6203 107th Ave SE	\$1,247.07
	59110	01673907252016	7/29/16	99th ST SE/5 Line	\$954.95
				Check Total	\$26,072.58
Comcast					
	59111	892709-7/16	7/29/16	Water Share Shop Internet	\$18.55
	59111	892709-7/16	7/29/16	Storm Share Shop Internet	\$18.56
	59111	892709-7/16	7/29/16	Wastewater Share Shop Internet	\$18.56
	59111	892709-7/16	7/29/16	Streets Share Shop Internet	\$18.56
	59111	892709-7/16	7/29/16	Parks Share Shop Internet	\$9.27
	59111	892709-7/16	7/29/16	Fleet & Facilities Share Shop Internet	\$27.82
	59111	482016-7/16	7/29/16	Manager Share City Hall Internet	\$16.80
	59111	482016-7/16	7/29/16	Human Resources Share City Hall Internet	\$16.80
	59111	482016-7/16	7/29/16	Clerk Share City Hall Internet	\$16.80
	59111	482016-7/16	7/29/16	Inspection Share City Hall Internet	\$16.80
	59111	482016-7/16	7/29/16	Economic Dev Share City Hall Internet	\$16.80
	59111	482016-7/16	7/29/16	Planning Share City Hall Internet	\$16.80
	59111	482016-7/16	7/29/16	Finance Share City Hall Internet	\$16.80
	59111	482016-7/16	7/29/16	IS Share City Hall Internet	\$16.81
	59111	482016-7/16	7/29/16	Engineering Share City Hall Internet	\$16.80
	59111	475077-7/16	7/29/16	Skate Park Video	\$101.79
	59111	633360-8/16	7/29/16	Carnegie Internet	\$135.71
				Check Total	\$500.03
DataQuest					
	59112	CISNOH-20160630	7/29/16	Preemployment Screening	\$257.50
				Check Total	\$257.50
Debbie Emge					
	59113	072516	7/29/16	Ferries Reimbursement	\$36.40
				Check Total	\$36.40
Dog Waste Depot					
	59114	111300	7/29/16	supplies	\$234.00
				Check Total	\$234.00

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<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
Dunlap Industry					
	59115	1367951-01	7/29/16	parts	\$268.84
				Check Total	\$268.84
EJ USA, Inc					
	59116	110160011639	7/29/16	inventory	\$464.07
				Check Total	\$464.07
E S A					
	59117	121676	7/29/16	12-16-ADP, C16-004, B16-094 Site Visit	\$604.68
				Check Total	\$604.68
Evergreen District Court					
	59118	June 2016	7/29/16	Court filing fees June 2016	\$603.60
				Check Total	\$603.60
Everett Stamp Works					
	59119	19028	7/29/16	supplies	\$42.04
				Check Total	\$42.04
Everett Steel					
	59120	141993	7/29/16	material EP2	\$48.34
				Check Total	\$48.34
Frontier					
	59121	118075-7/16	7/29/16	Telemetry Auto Dialer	\$73.05
	59121	406075-7/16	7/29/16	City Manager Share City Hall Fax	\$9.47
	59121	406075-7/16	7/29/16	Human Resources Share City Hall	\$9.45
	59121	406075-7/16	7/29/16	Clerk Share City Hall Fax	\$9.45
	59121	406075-7/16	7/29/16	Building Inspection Share City Hall Fax	\$9.45
	59121	406075-7/16	7/29/16	Economic Development Share City Hall Fax	\$9.45
	59121	406075-7/16	7/29/16	Planning Share City Hall Fax	\$9.45
	59121	406075-7/16	7/29/16	Finance Share City Hall Fax	\$9.46
	59121	406075-7/16	7/29/16	IS Share City Hall Fax	\$9.45
	59121	406075-7/16	7/29/16	Engineering Share City Hall Fax	\$9.45
	59121	1214935-7/16	7/29/16	Fleet & Facilities Share Shop Fax	\$28.17
	59121	1214935-7/16	7/29/16	Water Share Shop Fax	\$14.08
	59121	1214935-7/16	7/29/16	Storm Share Shop Fax	\$14.08
	59121	1214935-7/16	7/29/16	Street Share Shop fax	\$14.08
	59121	1214935-7/16	7/29/16	Parks Share Shop fax	\$14.08
	59121	413125-7/16	7/29/16	WWTP DSL	\$85.31
	59121	227125-7/16	7/29/16	CSO Alarm Dialer	\$63.79
				Check Total	\$391.72
Girard Resources & Recycling, LLC					
	59122	35089	7/29/16	top soil	\$26.14
	59122	35317	7/29/16	material	\$56.63
				Check Total	\$82.77
Granite Construction Supply					
	59123	262_00063855	7/29/16	material	\$311.88
	59123	262_00063915	7/29/16	inventory	\$600.05
				Check Total	\$911.93
Grainger Inc.					
	59124	9156280951	7/29/16	Return Equipment	\$-154.19
	59124	9151623841	7/29/16	supplies	\$53.94
	59124	9110072536	7/29/16	parts	\$513.61
	59124	9110072536	7/29/16	parts	\$513.61
	59124	9110072536	7/29/16	parts	\$1,027.22
	59124	9142005397	7/29/16	Return Parts	\$-472.48
	59124	9142005397	7/29/16	Return Parts	\$-472.48

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
	59124	9142005397	7/29/16	Return Parts	\$-944.96
	59124	9127316405	7/29/16	CSO Emergency Supplies	\$152.45
				Check Total	\$216.72
H.B. Jaeger					
	59125	174552/1	7/29/16	parts	\$78.80
				Check Total	\$78.80
H. D. Fowler Company					
	59126	I4254373	7/29/16	parts	\$71.14
	59126	I4268764	7/29/16	parts	\$2,179.53
				Check Total	\$2,250.67
Home Depot - Parks					
	59127	0015619	7/29/16	supplies	\$48.68
	59127	3071755	7/29/16	supplies	\$32.69
	59127	4010404	7/29/16	material	\$161.99
	59127	H4745-10271	7/29/16	BNG Eagle Scout Project	\$456.04
	59127	4010346	7/29/16	parts	\$72.62
				Check Total	\$772.02
Home Depot - Streets					
	59128	4010386	7/29/16	parts	\$31.09
	59128	1015366	7/29/16	parts	\$19.09
	59128	6010029	7/29/16	parts	\$24.00
				Check Total	\$74.18
Home Depot - Storm					
	59129	8011301	7/29/16	supplies	\$31.10
	59129	5010266	7/29/16	supplies	\$44.87
	59129	6010064	7/29/16	concrete	\$25.99
	59129	1015444	7/29/16	equipment	\$67.36
				Check Total	\$169.32
Home Depot Waste Water Treatment					
	59130	0015582	7/29/16	supplies	\$6.76
	59130	5010194	7/29/16	supplies	\$50.71
	59130	9011126	7/29/16	equipment	\$133.81
	59130	6010044	7/29/16	supplies	\$39.09
	59130	3010559	7/29/16	supplies	\$7.55
				Check Total	\$237.92
Integra Telecom					
	59131	14003855	7/29/16	City Hall Phones	\$2,024.56
	59131	14009078	7/29/16	Water Reservoir	\$62.13
				Check Total	\$2,086.69
Jones Chemicals Inc					
	59132	694489	7/29/16	Cylinder Return	\$-399.96
	59132	694414	7/29/16	Sulfur Dioxide	\$1,840.08
				Check Total	\$1,440.12
Journal of Commerce					
	59133	3314978	7/29/16	30th St Widening Ad	\$803.40
				Check Total	\$803.40
Lakeside Industries					
	59134	6014078MB	7/29/16	inventory	\$479.93
				Check Total	\$479.93
McDaniel Do It Center - Parks					
	59135	475789	7/29/16	parts	\$23.36
	59135	475391	7/29/16	supplies	\$12.51
	59135	475583	7/29/16	inventory	\$81.81
	59135	475204	7/29/16	parts	\$9.81

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Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
	59135	475242	7/29/16	parts	\$88.80
	59135	475471	7/29/16	parts	\$42.54
	59135	475444	7/29/16	supplies	\$39.53
	59135	475117	7/29/16	parts	\$5.86
	59135	475092	7/29/16	parts	\$27.82
	59135	474989	7/29/16	parts	\$119.89
	59135	475100	7/29/16	supplies	\$46.08
				Check Total	\$498.01
McDaniel Do It Center - Storm					
	59136	475144	7/29/16	Return Parts	\$-4.36
	59136	475186	7/29/16	parts	\$16.98
	59136	475537	7/29/16	supplies	\$5.46
	59136	475139	7/29/16	parts	\$17.42
	59136	475151	7/29/16	supplies	\$5.21
				Check Total	\$40.71
McDaniel Do It Center-SS					
	59137	475104	7/29/16	parts	\$22.89
	59137	475258	7/29/16	parts	\$5.43
	59137	475213	7/29/16	parts	\$34.43
	59137	474985	7/29/16	supplies	\$2.17
	59137	475241	7/29/16	parts	\$1.19
	59137	475212	7/29/16	parts	\$14.53
	59137	475232	7/29/16	parts	\$9.50
				Check Total	\$90.14
McDaniel Do It Center- Streets					
	59138	475629	7/29/16	parts	\$2.72
	59138	475707	7/29/16	parts	\$21.79
	59138	475458	7/29/16	parts	\$91.05
	59138	475786	7/29/16	concrete	\$34.87
	59138	475338	7/29/16	concrete	\$43.59
	59138	475156	7/29/16	supplies	\$9.58
	59138	475145	7/29/16	supplies	\$18.82
	59138	475917	7/29/16	supplies	\$23.99
	59138	475852	7/29/16	concrete	\$34.87
	59138	475854	7/29/16	equipment	\$53.43
	59138	475415	7/29/16	parts	\$128.67
	59138	475422	7/29/16	parts	\$8.71
				Check Total	\$472.09
McDaniel Do It Center - Water					
	59139	475205	7/29/16	supplies	\$18.51
	59139	475705	7/29/16	equipment	\$39.77
	59139	475234	7/29/16	inventory, supplies	\$31.06
				Check Total	\$89.34
McDaniel's Do It Center Wastewater					
	59140	K75703	7/29/16	supplies	\$5.40
				Check Total	\$5.40
Microflex, Inc.					
	59141	22379	7/29/16	Annual Online Service Fee	\$1,309.20
				Check Total	\$1,309.20
North Sound Hose & Fitting Inc					
	59142	74651	7/29/16	equipment	\$2,501.67
	59142	74689	7/29/16	equipment	\$513.14
				Check Total	\$3,014.81

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Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting

Name	Check #	Invoice #	Check Date	Description	Amount
Northwest Cascade Inc					
	59143	0550064083	7/29/16	sani can rental - water reservoir	\$91.50
	59143	0550064085	7/29/16	sani can rental - boat launch	\$197.65
				Check Total	\$289.15
The Greg Prothman Company					
	59144	2016-5497	7/29/16	Interim Planning Director Services	\$2,384.71
	59144	2016-5483	7/29/16	Planning Director Recruitment	\$1,350.69
				Check Total	\$3,735.40
Puget Sound Energy					
	59145	9467807072016	7/29/16	116 Union Ave	\$53.61
	59145	6202407072016	7/29/16	50 Lincoln Ave	\$79.23
	59145	9703207072016	7/29/16	2000 Weaver Rd	\$12.16
	59145	2857007072016	7/29/16	701 18th St	\$37.61
	59145	9758907072016	7/29/16	50 Maple Ave	\$80.28
	59145	2836407072016	7/29/16	1610 Park Ave	\$37.61
	59145	2924807072016	7/29/16	2100 Baird Ave	\$94.48
	59145	2878607072016	7/29/16	112 Union Ave	\$39.29
				Check Total	\$434.27
Rubatino Refuse Removal Inc					
	59146	354407012016	7/29/16	Drop Box	\$98.53
				Check Total	\$98.53
Snohomish County Department of Public Works					
	59147	I000409929	7/29/16	Street Sweeping	\$1,860.09
	59147	I000409929	7/29/16	Street Sweeping	\$1,860.08
				Check Total	\$3,720.17
Snohomish County Finance Department/Solid Waste					
	59148	68645	7/29/16	vactor grit	\$416.00
				Check Total	\$416.00
Snohomish County Pud #1					
	59149	111144131	7/29/16	116 Union Ave, First Street Lighting	\$63.00
	59149	124410802	7/29/16	#1000125814, 1819 1st, CSO L/S	\$361.74
	59149	114461932	7/29/16	#1000467578, 1301 1st, VIC	\$37.16
	59149	114462009	7/29/16	#1000524038, 1801 1st, Water Pole Bldg	\$72.62
	59149	111144808	7/29/16	#1000579410, 1115 1st, Street Lighting	\$22.55
	59149	121098471	7/29/16	#1000201937, 1103 Maple, Maple House	\$24.52
	59149	134315586	7/29/16	#1000580435, 400 2nd, Street Lighting	\$34.26
	59149	111142946	7/29/16	#1000301981, 201 Maple, Traffic Light	\$47.57
	59149	107834525	7/29/16	#1000558695, 1029 1st, Downtown Restroom	\$75.04
	59149	131027579	7/29/16	124 Avenue B, Street Lighting	\$8.30
	59149	127715785	7/29/16	#1000125557, 116 Union, City Hall	\$440.71
	59149	131027578	7/29/16	116 Avenue B, Street Lighting	\$8.30
	59149	127715073	7/29/16	#1000504619, 434 Ave D, Traffic Light	\$150.24
	59149	127713625	7/29/16	#1000125182, 230 Maple, Police Bldg	\$756.37
	59149	111145232	7/29/16	#1000137618, 1801 1st, City Shop	\$384.72
	59149	140837915	7/29/16	#1000385041, 20 Ave A, Street Lighting	\$18.54
	59149	147453854	7/29/16	#1000539338, 1801 1st, Shop Portable	\$66.97
	59149	147453854	7/29/16	#1000539338, 1801 1st, Shop Portable	\$66.98
	59149	140536681	7/29/16	121 Glen Avenue, Street Lighting	\$8.30
	59149	140834887	7/29/16	#1000531585, 2749 Bickford, N Signal	\$6.34
	59149	137527814	7/29/16	#1000531586, 2621 Bickford, S Signal	\$37.62
	59149	163604547	7/29/16	#1000556519, 2181 Cady, Shadowood	\$33.72
	59149	163603020	7/29/16	#1000539313, 1010 2nd, Street Lighting	\$52.43
	59149	163602697	7/29/16	#1000430944, 112 Union, Eng Bldg	\$61.91
	59149	150740433	7/29/16	#1000561224, 1301 1st, Signal	\$67.41
	59149	137531635	7/29/16	#1000498870, 210 Ave D, Signal	\$46.56

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<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
					Check Total
					\$2,953.88
Sherwin-Williams					
	59150	3444-2	7/29/16	supplies	\$80.23
					Check Total
					\$80.23
Smarsh, Inc					
	59151	165958	7/29/16	Archiving Platform - social media	\$100.00
					Check Total
					\$100.00
Snohomish Auto Parts					
	59152	461421	7/29/16	parts EP44	\$8.87
	59152	460924	7/29/16	Return equipment	\$-16.00
	59152	460816	7/29/16	equipment	\$56.73
	59152	461144	7/29/16	parts EP3	\$3.63
	59152	460104	7/29/16	equipment	\$58.90
	59152	461108	7/29/16	parts EP3	\$8.43
	59152	460178	7/29/16	equipment	\$30.24
	59152	460049	7/29/16	parts EP119	\$50.64
	59152	459981	7/29/16	parts EP100	\$17.93
	59152	460048	7/29/16	parts EP119	\$24.98
	59152	460023	7/29/16	Return parts	\$-6.30
	59152	459843	7/29/16	parts EP101	\$14.17
	59152	459640	7/29/16	parts EP3	\$100.09
	59152	460105	7/29/16	parts EP119	\$19.93
					Check Total
					\$372.24
Snohomish Co-Op					
	59153	265274	7/29/16	supplies	\$174.52
	59153	265378	7/29/16	supplies	\$218.15
					Check Total
					\$392.67
Snopac					
	59154	8358	7/29/16	Dispatch Services	\$11,723.71
	59154	8375	7/29/16	ACCESS Assessment Quarterly	\$429.28
					Check Total
					\$12,152.99
Snohomish Senior Center					
	59155	16-517	7/29/16	Monthly Fee	\$1,000.00
					Check Total
					\$1,000.00
Sound Equipment Rental and Sales					
	59156	12370	7/29/16	equipment	\$300.02
					Check Total
					\$300.02
Sound Safety Products Co.					
	59157	66738/1	7/29/16	uniform exchange	\$-0.27
	59157	74125/1	7/29/16	Boots - Cox	\$173.46
					Check Total
					\$173.19
Sound Telecom					
	59158	000007-128-601	7/29/16	monthly answering service July 2016	\$119.84
					Check Total
					\$119.84
Staples Advantage					
	59159	3307694830	7/29/16	Office Supplies	\$143.01
	59159	3307694831	7/29/16	Office Supplies	\$36.06
	59159	3307694832	7/29/16	paper	\$88.07
	59159	3307694833	7/29/16	Office Supplies	\$194.12
	59159	3307694834	7/29/16	Office Supplies	\$48.85
					Check Total
					\$510.11
Storm Lake Growers					
	59160	16-547	7/29/16	material	\$83.23

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<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
					Check Total
					\$83.23
Superior Machine & Manufacturing Company					
	59161	20150603	7/29/16	equipment	\$430.80
					Check Total
					\$430.80
Tetra Tech Inc					
	59162	51065807	7/29/16	Blackmans Lake Outlet Control - Design	\$6,817.06
					Check Total
					\$6,817.06
Sound Publishing					
	59163	EDH706859	7/29/16	30th St Widening Ad	\$364.64
	59163	EDH706932	7/29/16	2016 Utility Improvement Project Bid Ad	\$165.12
	59163	7692115	7/29/16	Council Agenda Publishing	\$1,701.00
					Check Total
					\$2,230.76
Traffic Safety Supply Co					
	59164	115429	7/29/16	material	\$6,269.50
					Check Total
					\$6,269.50
Unum Life Insurance					
	59165	220603027-8/16	7/29/16	retiree life insurance - August 2016	\$130.50
					Check Total
					\$130.50
UPS Store					
	59166	888383	7/29/16	postage	\$9.10
	59166	888380	7/29/16	postage	\$9.24
					Check Total
					\$18.34
Usa Bluebook Inc					
	59167	999296	7/29/16	equipment	\$863.44
	59167	992247	7/29/16	supplies	\$445.34
	59167	985989	7/29/16	return supplies	\$-169.67
					Check Total
					\$1,139.11
US Bank CPS					
	59168	4667441	7/29/16	Amazon Uniform - Tim Cross	\$234.10
	59168	501546139	7/29/16	Ben Franklin Supplies	\$9.70
	59168	127924	7/29/16	Haggen Supplies	\$41.65
	59168	7667401	7/29/16	Amazon supplies	\$22.88
	59168	093551	7/29/16	Safeway supplies	\$24.95
	59168	2691416	7/29/16	Amazon supplies	\$189.63
	59168	4550603	7/29/16	Amazon supplies	\$69.98
	59168	7181228795	7/29/16	Sam's Club office supplies	\$201.31
					Check Total
					\$794.20
U.S. Bank N.A - Custody					
	59169	June 2016	7/29/16	Monthly Maintenance Fee	\$26.00
					Check Total
					\$26.00
U.S. Postmaster					
	59170	070116-070716	7/29/16	Council Postage	\$0.47
	59170	070116-070716	7/29/16	City Manager Postage	\$0.47
	59170	070116-070716	7/29/16	Clerk Postage	\$39.01
	59170	070116-070716	7/29/16	Finance Postage	\$31.11
	59170	070116-070716	7/29/16	Police Postage	\$0.93
	59170	070116-070716	7/29/16	Planning Postage	\$4.06
	59170	070116-070716	7/29/16	Public Works Postage	\$16.74
	59170	070116-070716	7/29/16	Water Postage	\$0.93
	59170	070816-071416	7/29/16	Clerk Postage	\$21.60
	59170	070816-071416	7/29/16	Finance Postage	\$20.16
	59170	070816-071416	7/29/16	Police Postage	\$3.72
	59170	070816-071416	7/29/16	Planning Postage	\$1.14

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
	59170	070816-071416	7/29/16	Engineering Postage	\$0.47
	59170	071516-072116	7/29/16	Council Postage	\$8.37
	59170	071516-072116	7/29/16	City Manager Postage	\$1.40
	59170	071516-072116	7/29/16	Clerk Postage	\$114.95
	59170	071516-072116	7/29/16	Finance Postage	\$26.51
	59170	071516-072116	7/29/16	Police Postage	\$10.41
	59170	071516-072116	7/29/16	Planning Postage	\$13.49
	59170	071516-072116	7/29/16	Engineering Postage	\$4.45
	59170	071516-072116	7/29/16	Postage Change Out Adjustment	\$0.23
				Check Total	\$320.62
Verizon Wireless					
	59171	9768438300	7/29/16	CSO Modem	\$22.11
	59171	9768222462	7/29/16	Parks Cellular	\$164.27
	59171	9768222462	7/29/16	Streets Cellular	\$135.41
	59171	9768222462	7/29/16	Fleet Cellular	\$96.78
	59171	9768222462	7/29/16	Econ Cellular	\$57.72
	59171	9768222462	7/29/16	Bldg Insp Cellular	\$57.72
	59171	9768222462	7/29/16	Police Cellular	\$57.72
	59171	9768222462	7/29/16	Engrg Cellular	\$270.89
	59171	9768222462	7/29/16	Water Distribution Cellular	\$235.52
	59171	9768222462	7/29/16	WTP Cellular	\$205.47
	59171	9768222462	7/29/16	Collections Cellular	\$187.13
	59171	9768222462	7/29/16	Storm Cellular	\$117.26
	59171	9768222462	7/29/16	WWTP Cellular	\$173.16
	59171	9768222462	7/29/16	Utilities Manager Cellular	\$57.72
	59171	9768222462	7/29/16	City Mgr Cellular	\$57.72
	59171	9768222462	7/29/16	Finance Director Cellular	\$57.72
	59171	9768222462	7/29/16	City Council Cellular	\$404.02
				Check Total	\$2,358.34
Voyager					
	59172	869344283627	7/29/16	Vehicle Fuel	\$3,375.27
				Check Total	\$3,375.27
Washington State Department of Enterprise Services					
	59173	73150450	7/29/16	Business Cards - Eidem & Hoole	\$45.80
				Check Total	\$45.80
Xerox Corporation					
	59174	085343516	7/29/16	#GNX-216657, 052016-063016	\$88.65
	59174	085275185	7/29/16	#XL1-395908, 053016-062116	\$63.16
	59174	085343520	7/29/16	#GNX-212028, 052016-063016	\$42.14
	59174	085275184	7/29/16	#MX4-332344, 052116-062116	\$605.27
	59174	085343518	7/29/16	#NKA-119437, 053016-063016	\$73.46
	59174	085275186	7/29/16	#WTM-003709, 052116-062516	\$40.38
	59174	085322655	7/29/16	#XL3-882416, 062816	\$159.83
	59174	085322655	7/29/16	#XL3-882416, 062816	\$159.83
	59174	085322655	7/29/16	#XL3-882416, 062816	\$159.83
	59174	085322655	7/29/16	#XL3-882416, 062816	\$159.84
	59174	085322655	7/29/16	#XL3-882416, 062816	\$159.83
	59174	085322655	7/29/16	#XL3-882416, 062816	\$159.83
				Check Total	\$1,872.05
				Batch Total	\$109,104.56
Total All Batches					\$112,097.26

CONSENT ITEM 8a

Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
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I hereby certify that the goods and services charged on the vouchers listed below have been furnished to the best of my knowledge. I further certify that the claims below to be valid and correct.

City Treasurer

WE, the undersigned council members of the City of Snohomish, Washington, do hereby certify that the claim warrants #59081 through #59174 in the total of \$112,097.26 through July 29, 2016 are approved for payment on August 16, 2016.

Mayor

Councilmember

Councilmember

Councilmember

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
Mester					
	59175		8/5/16	Refund check	\$301.52
	59175		8/5/16	Refund check	\$30.00
				Check Total	\$331.52
Blakeslee					
	59176		8/5/16	Refund check	\$33.73
	59176		8/5/16	Refund check	\$12.39
	59176		8/5/16	Refund check	\$28.63
	59176		8/5/16	Refund check	\$19.42
	59176		8/5/16	Refund check	\$139.26
	59176		8/5/16	Refund check	\$43.70
				Check Total	\$277.13
Hoerath					
	59177		8/5/16	Refund check	\$49.85
				Check Total	\$49.85
Detton					
	59178		8/5/16	Refund check	\$105.31
				Check Total	\$105.31
Jacki Burkett					
	59179		8/5/16	Refund check	\$10.00
				Check Total	\$10.00
Jody Holloway					
	59180		8/5/16	Refund check	\$22.07
				Check Total	\$22.07
Babic					
	59181		8/5/16	Refund check	\$13.22
	59181		8/5/16	Refund check	\$1.57
	59181		8/5/16	Refund check	\$29.47
				Check Total	\$44.26
615 Ave D LLC					
	59182		8/5/16	Refund check	\$20.00
				Check Total	\$20.00
J & S Development					
	59183		8/5/16	Refund check	\$3.63
	59183		8/5/16	Refund check	\$39.42
	59183		8/5/16	Refund check	\$68.06
				Check Total	\$111.11
				Batch Total	\$971.25
Accord Contractors, LLC					
	59184	Pay Est 1	8/10/16	Maple Avenue Sewer Pay Est 1	\$157,659.59
				Check Total	\$157,659.59
Accord Contractors, LLC					
	59185	RET Pay Est 1	8/10/16	Retainage - Maple Avenue Sewer	\$8,297.87
				Check Total	\$8,297.87
Ace Equipment Rentals					
	59186	65113	8/10/16	equipment	\$1,287.38
				Check Total	\$1,287.38
Airport Way Service Glass					
	59187	A0023358	8/10/16	parts EP178	\$10.89
				Check Total	\$10.89
All Battery Sales & Service					
	59188	300-10008663	8/10/16	supplies	\$13.06
	59188	10002812	8/10/16	supplies	\$3.76

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
					Check Total
					\$16.82
Allied Waste of Lynnwood					
	59189	July 2016	8/10/16	Recycling Services July 2016	\$48,088.55
	59189	July 2016	8/10/16	Solid Waste Services July 2016	\$103,950.18
	59189	July 2016	8/10/16	Solid Waste Tax July 2016	\$-483.92
					Check Total
					\$151,554.81
Alpha Courier Service					
	59190	16185	8/10/16	Lab Courier Service	\$120.00
					Check Total
					\$120.00
American Petroleum Environmental Services Inc					
	59191	29430772216	8/10/16	used oil - recycle	\$147.00
					Check Total
					\$147.00
BHC Consultants					
	59192	7909	8/10/16	WWTP Engineering Services	
	\$16,759.45				
					Check Total
					\$16,759.45
Bickford Motors					
	59193	1099077	8/10/16	parts EP44	\$217.04
					Check Total
					\$217.04
Bills Blueprint Inc.					
	59194	536466	8/10/16	Police Station Improvement Plans	\$256.06
					Check Total
					\$256.06
Builders Exchange of Washington					
	59195	1051162	8/10/16	Publish Plans and Specs for Bidding	\$68.15
	59195	1051162	8/10/16	Publish Plans and Specs for Bidding	\$57.60
	59195	1051162	8/10/16	Publish Plans and Specs for Bidding	\$0.15
	59195	1051162	8/10/16	Publish Plans and Specs for Bidding	\$45.00
					Check Total
					\$170.90
Chemsearch					
	59196	2390136	8/10/16	Drain Cobra Program	\$141.84
					Check Total
					\$141.84
City of Everett					
	59197	I16001838	8/10/16	Animal Shelter fees June 2016	\$370.00
					Check Total
					\$370.00
City of Everett Environmental Lab					
	59198	I16002010	8/10/16	Labs	\$407.00
					Check Total
					\$407.00
Comcast					
	59199	892709-8/16	8/10/16	Water Share Shop Internet	\$18.55
	59199	892709-8/16	8/10/16	Storm Share Shop Internet	\$18.56
	59199	892709-8/16	8/10/16	Wastewater Share Shop Internet	\$18.56
	59199	892709-8/16	8/10/16	Streets Share Shop Internet	\$18.56
	59199	892709-8/16	8/10/16	Parks Share Shop Internet	\$9.27
	59199	892709-8/16	8/10/16	Fleet & Facilities Share Shop Internet	\$27.82
	59199	482016-8/16	8/10/16	Manager Share City Hall Internet	\$16.80
	59199	482016-8/16	8/10/16	Human Resources Share City Hall Internet	\$16.80
	59199	482016-8/16	8/10/16	Clerk Share City Hall Internet	\$16.80
	59199	482016-8/16	8/10/16	Inspection Share City Hall Internet	\$16.80
	59199	482016-8/16	8/10/16	Economic Dev Share City Hall Internet	\$16.80
	59199	482016-8/16	8/10/16	Planning Share City Hall Internet	\$16.80
	59199	482016-8/16	8/10/16	Finance Share City Hall Internet	\$16.80
	59199	482016-8/16	8/10/16	IS Share City Hall Internet	\$16.81
	59199	482016-8/16	8/10/16	Engineering Share City Hall Internet	\$16.80

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
	59199	475077-8/16	8/10/16	Skate Park Video	\$101.79
				Check Total	\$364.32
Correctional Industries					
	59200	45-114912	8/10/16	office supplies	\$112.79
				Check Total	\$112.79
Dannie Allen					
	59201	07292016	8/10/16	CDL Renewal - Dannie Allen	\$158.00
				Check Total	\$158.00
Davis Door Service, Inc					
	59202	204743	8/10/16	Ludwig House Repairs	\$2,052.18
				Check Total	\$2,052.18
Edge Analytical					
	59203	16-16673	8/10/16	Quarterly DBP Samples	\$1,370.00
	59203	16-16674	8/10/16	Annual DBP Samples	\$274.00
				Check Total	\$1,644.00
Equity Builders LLC					
	59204	Pay Est 1	8/10/16	WWTP ATS Replacement Project	\$47,677.80
				Check Total	\$47,677.80
Equity Builders LLC					
	59205	RET Pay Est 1	8/10/16	Retainage WWTP ATS Replacement Project	\$2,290.00
				Check Total	\$2,290.00
Ferguson Enterprises Inc #1539					
	59206	0517563	8/10/16	material	\$157.67
				Check Total	\$157.67
GCR Tires & Service					
	59207	801-32150	8/10/16	repair	\$21.54
				Check Total	\$21.54
Girard Resources & Recycling, LLC					
	59208	35752	8/10/16	material	\$72.96
				Check Total	\$72.96
Gray & Osborne, Inc.					
	59209	9	8/10/16	Sewer Mobile Maintenance App	\$291.01
	59209	7	8/10/16	Water Mobile App	\$5,319.50
	59209	2	8/10/16	WWTP Dike Management Plan	\$845.50
	59209	2	8/10/16	WWTP Dike Management Plan	\$845.51
				Check Total	\$7,301.52
Granite Construction Supply					
	59210	262_00064247	8/10/16	uniform - Utt	\$131.04
	59210	262_00062587	8/10/16	supplies	\$153.43
	59210	262_00064231	8/10/16	supplies	\$393.12
	59210	262_00064232	8/10/16	supplies	\$207.48
	59210	262_00061880	8/10/16	parts	\$179.70
	59210	262_00062167	8/10/16	uniform	\$56.73
				Check Total	\$1,121.50
Grainger Inc.					
	59211	9155663710	8/10/16	equipment	\$154.19
	59211	9172207160	8/10/16	equipment	\$257.89
	59211	9152874211	8/10/16	supplies	\$155.03
				Check Total	\$567.11
H.B. Jaeger					
	59212	175005/1	8/10/16	parts, material	\$534.04
	59212	175004/1	8/10/16	parts	\$189.11
	59212	175411/1	8/10/16	parts	\$303.41

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
	59212	175006/1	8/10/16	parts	\$628.62
				Check Total	\$1,655.18
HCI Steel Buildings					
	59213	100735	8/10/16	material	\$1,063.73
				Check Total	\$1,063.73
H. D. Fowler Company					
	59214	I4279171	8/10/16	equipment	\$413.49
	59214	I4279170	8/10/16	parts	\$1,093.69
				Check Total	\$1,507.18
Home Depot - Parks					
	59215	9012623	8/10/16	material, supplies	\$270.35
	59215	5582311	8/10/16	parts	\$72.50
	59215	5181050	8/10/16	supplies	\$118.76
	59215	9012633	8/10/16	supplies	\$69.13
				Check Total	\$530.74
Home Depot - Shop					
	59216	9090758	8/10/16	equipment	\$98.19
	59216	1012269	8/10/16	equipment	\$370.84
				Check Total	\$469.03
Home Depot - Streets					
	59217	5013215	8/10/16	supplies	\$604.63
	59217	3563039	8/10/16	supplies	\$161.47
				Check Total	\$766.10
Home Depot - Storm					
	59218	5130546	8/10/16	wellness supplies	\$12.33
	59218	1071937	8/10/16	parts	\$16.19
	59218	4013379	8/10/16	equipment, supplies	\$142.50
	59218	9944653	8/10/16	supplies	\$61.39
	59218	1013832	8/10/16	parts	\$35.88
				Check Total	\$268.29
HD Supply Waterworks LTD					
	59219	F869745	8/10/16	meters	\$1,456.75
	59219	F835971	8/10/16	parts	\$249.24
	59219	F807904	8/10/16	parts	\$516.46
	59219	F869751	8/10/16	meters	\$2,552.94
				Check Total	\$4,775.39
Home Depot Waste Water Treatment					
	59220	5130390	8/10/16	supplies	\$9.83
	59220	9012668	8/10/16	supplies	\$52.19
				Check Total	\$62.02
Huber Technology Inc					
	59221	CD10014586	8/10/16	supplies	\$529.14
				Check Total	\$529.14
IER Environmental Services, Inc					
	59222	2016-4881	8/10/16	Magnesium Hydroxide	\$8,602.54
				Check Total	\$8,602.54
Interstate Auto Parts					
	59223	906-613432	8/10/16	parts	\$1,043.03
	59223	906-613154	8/10/16	parts	\$279.94
				Check Total	\$1,322.97
Integra Telecom					
	59224	14031781	8/10/16	Water Department Share Shop Phones	\$52.63
	59224	14031781	8/10/16	Street Dept. Share Shop Phone	\$52.62

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
	59224	14031781	8/10/16	Parks Share Shop Phones	\$26.29
	59224	14031781	8/10/16	Fleet & Facilities Share Shop Phone	\$78.88
	59224	14031781	8/10/16	Collections Share Shop Phone	\$52.62
	59224	14031781	8/10/16	Storm Share Shop Phone	\$52.62
	59224	14031536	8/10/16	Waste Water Treatment Plant Phone	\$189.85
	59224	14032091	8/10/16	Water Treatment Plant Phones	\$178.31
	59224	14030991	8/10/16	City Hall Digital Phone	\$68.44
				Check Total	\$752.26
Jones Chemicals Inc					
	59225	695283	8/10/16	Chlorine	\$1,299.32
	59225	695330	8/10/16	Cylinder Return	\$-300.00
				Check Total	\$999.32
Journal of Commerce					
	59226	3315212	8/10/16	Legal Publication - Utility Improvement	\$397.80
				Check Total	\$397.80
MCCain					
	59227	INV0211333	8/10/16	New signal cabinet - 13th & Ave D	\$23,631.30
				Check Total	\$23,631.30
McDaniel Do It Center - Parks					
	59228	476429	8/10/16	parts	\$43.53
	59228	475751	8/10/16	parts	\$2.17
	59228	476371	8/10/16	supplies	\$13.08
	59228	476370	8/10/16	parts	\$29.42
	59228	476116	8/10/16	supplies	\$20.55
	59228	476223	8/10/16	equipment	\$125.43
	59228	476300	8/10/16	supplies	\$22.33
	59228	475885	8/10/16	supplies	\$21.78
	59228	476041	8/10/16	supplies	\$79.45
	59228	476045	8/10/16	supplies	\$6.54
	59228	475783	8/10/16	material, parts	\$22.27
	59228	476013	8/10/16	parts	\$5.96
	59228	476382	8/10/16	parts	\$9.81
				Check Total	\$402.32
McDaniel Do It Center - Storm					
	59229	476043	8/10/16	parts	\$22.34
				Check Total	\$22.34
McDaniel Do It Center-SS					
	59230	475886	8/10/16	parts EP21	\$12.86
	59230	475859	8/10/16	equipment, parts	\$20.12
	59230	475825	8/10/16	parts EP21	\$5.43
	59230	475796	8/10/16	parts EP127	\$13.03
	59230	475779	8/10/16	parts EP127	\$3.76
	59230	475582	8/10/16	equipment	\$49.65
	59230	475476	8/10/16	parts EP3	\$42.66
	59230	475816	8/10/16	parts	\$33.40
	59230	475383	8/10/16	parts EP26	\$5.43
	59230	475514	8/10/16	supplies	\$33.78
	59230	475348	8/10/16	equipment	\$38.17
	59230	475454	8/10/16	parts EP3	\$14.35
	59230	475512	8/10/16	parts EP61	\$2.90
	59230	475689	8/10/16	equipment EP224	\$54.05
	59230	475326	8/10/16	parts EP33	\$7.22
	59230	476063	8/10/16	supplies	\$18.53
	59230	476081	8/10/16	parts EP127	\$4.34

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
	59230	476099	8/10/16	parts EP127	\$6.35
	59230	475920	8/10/16	return parts EP21	\$-15.22
	59230	476054	8/10/16	parts EP21	\$6.52
	59230	475939	8/10/16	supplies	\$9.03
	59230	475980	8/10/16	parts EP127	\$38.24
	59230	475916	8/10/16	parts EP21	\$25.27
	59230	476150	8/10/16	parts EP127	\$18.59
	59230	476243	8/10/16	parts EP122	\$10.93
	59230	476211	8/10/16	parts EP122	\$16.50
				Check Total	\$475.89
McDaniel Do It Center- Streets					
	59231	476027	8/10/16	material	\$109.09
				Check Total	\$109.09
McDaniel Do It Center – Water					
	59232	476015	8/10/16	parts	\$42.96
				Check Total	\$42.96
McDaniel's Do It Center Wastewater					
	59233	476385	8/10/16	parts	\$26.79
				Check Total	\$26.79
North Sound Hose & Fitting Inc					
	59234	74794	8/10/16	SFF Project	\$600.49
	59234	74887	8/10/16	SFF Project	\$997.15
				Check Total	\$1,597.64
Northwest Cascade Inc					
	59235	0550064084	8/10/16	sani can rental - Carnegie	\$193.00
	59235	0550087998	8/10/16	sani can rental - Carnegie	\$193.00
	59235	0550088000	8/10/16	sani can rental - Boat Launch	\$282.85
	59235	0550087999	8/10/16	sani can rental - Shop	\$276.95
	59235	0550088001	8/10/16	sani can rental - water reservoir	\$91.50
				Check Total	\$1,037.30
NW Playground Equip Inc					
	59236	39881	8/10/16	parts	\$1,184.84
				Check Total	\$1,184.84
OregonAPA					
	59237	220	8/10/16	Planning Director Advertising	\$75.00
				Check Total	\$75.00
Process Solutions					
	59238	29906	8/10/16	On-call Services	\$3,517.50
	59238	29906	8/10/16	On-call Services	\$1,627.50
	59238	29906	8/10/16	On-call Services	\$52.50
	59238	29906	8/10/16	On-call Services	\$52.50
				Check Total	\$5,250.00
Rainier Environmental Laboratory					
	59239	2255	8/10/16	Testing for the WWTP	\$1,200.00
				Check Total	\$1,200.00
Snohomish County Committee for Improved Transporta					
	59240	2016	8/10/16	SCCIT 2016 Membership dues	\$300.00
				Check Total	\$300.00
Snohomish County Department of Emergency					
	59241	I000410360	8/10/16	DEM Emergency Services 3rd Qtr 2016	\$2,702.25
				Check Total	\$2,702.25
Snohomish County Pud #1					
	59242	147460261	8/10/16	#1000575906, 400 Rainbow Pl, L/S	\$39.96

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
	59242	144163719	8/10/16	#1000141396, 2015 2nd St, N Zone	\$12,852.37
	59242	163607974	8/10/16	#1000528484, 2330 Baird, Casino L/S	\$54.03
	59242	144163769	8/10/16	#1000141397, 2015 2nd St, S Zone	\$3,575.66
	59242	147460471	8/10/16	#1000463019, 1801 Lakemount, Casino L/S	\$103.90
	59242	124417291	8/10/16	#1000417350, 1930 Stone Ridge Dr, L/S	\$57.47
	59242	117780264	8/10/16	#1000125224, 101 Cedar, Carnegie	\$438.41
	59242	127721389	8/10/16	#1000370579, 1301 Ave D, Street Lighting	\$21.42
	59242	134326395	8/10/16	#1000531660, 9101 56th St, Street Light	\$58.29
	59242	134324845	8/10/16	#1000578758, 1501 Ave D, Street Lighting	\$64.61
	59242	144170075	8/10/16	#1000368128, 700 Ave D, Street Lighting	\$26.11
	59242	147458364	8/10/16	1330 Ferguson Park Rd, Street Lighting	\$8.30
	59242	131033499	8/10/16	#1000381307, 2014 Terrace, N Telemetry	\$26.75
	59242	131033033	8/10/16	#1000508263, 24021 24th St, WTP Dam	\$19.83
	59242	131036662	8/10/16	#1000385243, 1329 Bonneville, L/S	\$27.13
	59242	111153099	8/10/16	#1000275828, 1110 Ferguson, L/S	\$81.86
	59242	104501343	8/10/16	#1000515696, 1627 Terrace, N Zone Power	\$19.66
	59242	137537522	8/10/16	#1000320746, 2504 Menzel Lk, WTP	\$736.88
	59242	111149677	8/10/16	#1000230125, 219 13th, Water Pole Bldg	\$21.65
				Check Total	\$18,234.29
Snohomish County Sheriff's Office					
	59243	I000416069	8/10/16	Law Enforcement Services July 2016	\$10,854.11
	59243	I000416069	8/10/16	Law Enforcement Services July 2016	\$180,427.53
	59243	I000416069	8/10/16	Law Enforcement Services July 2016	\$33,807.61
				Check Total	\$225,089.25
Snohomish County Corrections					
	59244	2016-3297	8/10/16	Jail Service Fees June 2016	\$6,213.01
				Check Total	\$6,213.01
Sherwin-Williams					
	59245	5532-3	8/10/16	supplies	\$180.99
				Check Total	\$180.99
Snohomish Auto Parts					
	59246	462247	8/10/16	parts EP21	\$104.16
	59246	462358	8/10/16	parts EP21	\$24.54
	59246	462334	8/10/16	parts EP21	\$22.44
	59246	462023	8/10/16	supplies	\$4.13
	59246	462693	8/10/16	parts EP127	\$104.16
	59246	463264	8/10/16	equipment	\$103.63
	59246	462815	8/10/16	equipment	\$10.60
	59246	463046	8/10/16	supplies	\$2.75
	59246	462813	8/10/16	supplies	\$28.32
	59246	463037	8/10/16	supplies	\$3.82
	59246	462033	8/10/16	supplies	\$19.77
	59246	461894	8/10/16	equipment EP127	\$8.34
	59246	461885	8/10/16	equipment EP127	\$8.17
	59246	461513	8/10/16	equipment	\$17.43
	59246	462499	8/10/16	parts EP21	\$8.62
	59246	463407	8/10/16	supplies	\$16.17
	59246	463265	8/10/16	return supplies	\$-19.93
	59246	463415	8/10/16	parts EP156	\$40.44
	59246	463272	8/10/16	parts EP156	\$26.72
	59246	460592	8/10/16	parts EP1	\$8.17
	59246	459945	8/10/16	equipment	\$42.04
	59246	463413	8/10/16	parts EP156	\$69.80

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
	59246	462854	8/10/16	equipment	\$16.34
	59246	462125	8/10/16	parts EP127	\$61.63
				Check Total	\$732.26
Snohomish Co-Op					
	59247	265806	8/10/16	material	\$721.71
	59247	265833	8/10/16	fuel	\$21.44
				Check Total	\$743.15
Snohomish Garden Club					
	59248	2016	8/10/16	Flower Baskets	\$7,500.00
				Check Total	\$7,500.00
Snohomish Senior Center					
	59249	16-527	8/10/16	Monthly Fee	\$1,000.00
				Check Total	\$1,000.00
Sound Tractor					
	59250	IN08444	8/10/16	parts EP122	\$77.01
				Check Total	\$77.01
Steuber Dist. Co.					
	59251	2825650	8/10/16	parts	\$70.92
				Check Total	\$70.92
Summit Law Group PLLC					
	59252	79670	8/10/16	Labor Relations Services	\$313.50
				Check Total	\$313.50
Sound Publishing					
	59253	EDH712518	8/10/16	Ordinance 2312 Publication	\$43.00
	59253	EDH712521	8/10/16	Ordinance 2313 Publication	\$53.32
				Check Total	\$96.32
TMG Services, Inc.					
	59254	0039670-IN	8/10/16	Annual Service	\$5,206.84
				Check Total	\$5,206.84
Top Soils Northwest, Inc.					
	59255	38706	8/10/16	material	\$733.15
				Check Total	\$733.15
Uline					
	59256	78921290	8/10/16	supplies	\$34.55
	59256	78565583	8/10/16	supplies	\$95.73
	59256	78921373	8/10/16	parts	\$70.89
				Check Total	\$201.17
Usa Bluebook Inc					
	59257	010336	8/10/16	equipment	\$631.04
				Check Total	\$631.04
US Bank CPS					
	59258	6506322	8/10/16	Gate.com Snohomish VIC web hosting	\$89.55
	59258	100347427307	8/10/16	Economic Alliance Meeting	\$35.00
	59258	RG2199784	8/10/16	Swank Motion Pictures Movies at the Park	\$1,481.58
	59258	71416	8/10/16	Streamline Supplies	\$183.29
	59258	07192016	8/10/16	Snohomish Chamber of Commerce Meeting	\$15.00
	59258	6473894	8/10/16	Gate.com Snohomish VIC domain renewal	\$14.95
	59258	83001263064	8/10/16	Safeway supplies	\$33.93
	59258	7577041	8/10/16	Amazon supplies	\$124.76
	59258	125334	8/10/16	Appliance Recycling Outlet Fridge	\$25.00
	59258	76916640	8/10/16	SiteOne Landscape Supply Parts	\$41.88
	59258	84001283074	8/10/16	Safeway supplies	\$157.09
	59258	925357-0	8/10/16	Cyberweld equipment	\$159.50

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
	59258	81684153	8/10/16	Radioshack supplies	\$47.43
	59258	20026	8/10/16	Way Scarff Ford parts EP127	\$278.56
	59258	2-356155	8/10/16	Olympic Brake Supply parts EP3	\$317.04
	59258	2-358353	8/10/16	Olympic Brake Supply parts EP21	\$375.35
	59258	4404245	8/10/16	Amazon parts EP2	\$756.31
	59258	07182016	8/10/16	Everett Hydraulics parts EP224	\$21.84
	59258	135929	8/10/16	Haggen supplies	\$105.43
	59258	218	8/10/16	Comserv Copies records request	\$5.46
	59258	56013	8/10/16	Collectors Choice meeting	\$15.40
	59258	60229767	8/10/16	Evergreen Safety Flagger Class - Galde	\$77.00
	59258	1903	8/10/16	Texas Good Gloves supplies	\$163.00
	59258	6029812	8/10/16	Amazon supplies	\$50.33
	59258	2655260	8/10/16	Zoro supplies	\$334.32
	59258	2857065	8/10/16	Amazon supplies	\$62.98
	59258	1069607315	8/10/16	Nova Development software	\$67.99
				Check Total	\$5,039.97
U.S. Bank N.A - Custody					
	59259	July 2016	8/10/16	Monthly Maintenance Fee	\$26.00
				Check Total	\$26.00
U.S. Postmaster					
	59260	072216-072816	8/10/16	Council Postage	\$6.90
	59260	072216-072816	8/10/16	City Manager Postage	\$1.41
	59260	072216-072816	8/10/16	Clerk Postage	\$5.12
	59260	072216-072816	8/10/16	Finance Postage	\$23.25
	59260	072216-072816	8/10/16	Police Postage	\$3.26
	59260	072216-072816	8/10/16	Planning Postage	\$33.87
	59260	072216-072816	8/10/16	Public Works Postage	\$5.58
	59260	072216-072816	8/10/16	Water Postage	\$147.41
	59260	072216-072816	8/10/16	Sewer Postage	\$147.85
	59260	072916-080416	8/10/16	Council Postage	\$10.89
	59260	072916-080416	8/10/16	City Manager Postage	\$1.61
	59260	072916-080416	8/10/16	Clerk Postage	\$50.49
	59260	072916-080416	8/10/16	Finance Postage	\$44.81
	59260	072916-080416	8/10/16	Police Postage	\$4.53
	59260	072916-080416	8/10/16	Planning Postage	\$11.17
	59260	072916-080416	8/10/16	Engineering Postage	\$131.11
				Check Total	\$629.26
Weed, Graafstra & Associates, Inc. P.S.					
	59261	188	8/10/16	Litigation	\$175.50
	59261	211	8/10/16	Litigation	\$212.75
	59261	211	8/10/16	Litigation	\$291.25
	59261	211	8/10/16	Litigation	\$143.50
	59261	211	8/10/16	Litigation	\$81.25
	59261	211	8/10/16	Litigation	\$43.75
	59261	211	8/10/16	Litigation	\$24,217.75
				Check Total	\$25,165.75
Washington State Dept of Ecology					
	59262	2017WAR045543	8/10/16	Stormwater NPDES Permit Annual Fee	\$3,175.01
				Check Total	\$3,175.01
Washington State Department of Transportation					
	59263	RE41JA8678L012	8/10/16	30th Street Project - wsdot review	\$1,930.20
				Check Total	\$1,930.20

Washington State Patrol

CONSENT ITEM 8a***Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting***

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
	59264	I16009377	8/10/16	Background fingerprint fees June 2016	\$29.50
				Check Total	\$29.50
Washington Wastewater Collection Personnell Assoc					
	59265	07262016	8/10/16	WWCPA Conference	\$150.00
	59265	07272016	8/10/16	Sewer School - Leach and Schorsch	\$300.00
				Check Total	\$450.00
Xerox Corporation					
	59266	085682955	8/10/16	WTM-003709, 062516-072116	\$31.86
	59266	085682954	8/10/16	GNX-212028, 063016-072216	\$53.78
	59266	085682952	8/10/16	XL1-395908, 062116-072116	\$54.37
	59266	085682949	8/10/16	GNX-216657, 063016-072216	\$146.35
	59266	085682951	8/10/16	MX4-332344, 062116-072116	\$460.87
				Check Total	\$747.23
				Batch Total	\$766,933.27
Washington State Department of Revenue					
ACH	June 2016		7/19/16	Excise Tax	Check Total \$23,957.43
ACH	July 2016		8/9/16	Excise Tax	Check Total \$29,049.43
				Total All Batches	\$820,911.38

I hereby certify that the goods and services charged on the vouchers listed below have been furnished to the best of my knowledge. I further certify that the claims below to be valid and correct.

City Treasurer

WE, the undersigned council members of the City of Snohomish, Washington, do hereby certify that the claim warrants #59175 through #59266 in the total of \$820,911.38 through August 10, 2016 are approved for payment on August 16, 2016.

Mayor

Councilmember

Councilmember

Councilmember

CONSENT ITEM 8a

Schedule of Checks for the Checks Issued Since the July 19, 2016 Meeting

<i>Name</i>	<i>Check #</i>	<i>Invoice #</i>	<i>Check Date</i>	<i>Description</i>	<i>Amount</i>
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CONSENT ITEM 8b

Date: August 16, 2016
To: City Council
From: Mayor Guzak
Subject: **Re-appointment of Joan Robinett Wilson to the Design Review Board**

This agenda item seeks City Council confirmation of the re-appointment of Joan Robinett Wilson to Design Review Board (DRB) Position 4. Ms. Robinett Wilson was first appointed in August 2012, and her current appointment ends August 15, 2016. Ms. Robinett Wilson is a licensed architect with experience working in the City and brings a background in architectural design to her work on the DRB. As Mayor, I am pleased to appoint Ms. Robinett Wilson to another term as a DRB member.

Mayoral appointments to citizen advisory boards require confirmation by the City Council. DRB members serve four-year terms.

STRATEGIC PLAN REFERENCE: N/A

RECOMMENDATION: That the City Council **CONFIRM** the re-appointment of Joan Robinett Wilson to Design Review Board Position 4.

ATTACHMENT: Expression of interest from Joan Robinett Wilson

CONSENT ITEM 8b

From: Joan Wilson
To: Karen Guzak (Council)
Cc: Brooke Eidem
Subject: DRB REAPPOINTMENT
Date: Monday, August 08, 2016 10:37:52 AM

Dear Mayor Guzak,

I would appreciate reappointment to the Design Review Board.
Thank you,

Joan Robinett Wilson

CONSENT ITEM 8c

Date: August 16, 2016
To: City Council
From: Mayor Guzak
Subject: **Appointment of Richard Patton to the Parks and Recreation Board**

This agenda item seeks City Council confirmation of the appointment of Richard Patton to the Parks and Recreation Board. The vacancy was created by the decision of Board Member Lea Anne Burke to not seek reappointment for another term.

Ms. Burke has served as a valuable member of the Board since 2005. Ms. Burke stated, "After eleven wonderful years, our next June meeting will be my last. Thank you all for the opportunity and your support over the years. The Parks Board has meant so much to me in so many ways. It has truly been a great pleasure."

I am pleased to recommend the appointment of Mr. Patton to a term of service as a Parks Board member. He is currently serving on the City's recently-formed Ad hoc Naming Committee and is Chair for Skagit Valley College's Parks Law Enforcement Academy Advisory Board. Employed with the Snohomish County Parks since 1985, Mr. Patton graduated from Snohomish County Sheriff's Reserve Deputy Academy in 1986 and served as Specially Commissioned Park Ranger for 19 years. During that time he lived onsite with his family at various park sites as resident ranger and caretaker, including the City property located at 1103 Maple Avenue. Since 2006, he has served as Park Operations Supervisor/Chief Ranger for Snohomish County Parks and has been certified as a Certified Playground Safety Inspector.

His perspective as a lifelong park industry professional and an avid recreationalist will be of great benefit to the Park Board. His application with additional background is attached. The vacancy is for Position One whose next term begins September 28, 2016.

Mayoral appointments require confirmation by the City Council. The City received two other applications for the position from Mr. Ed Poquette and Ms. Donna Ray, whose applications are also attached. In addition, Ms. Ray applied to the Public Safety Commission (see separate agenda item). Board members serve three-year terms consistent with the requirements of SMC 02.12.

STRATEGIC PLAN REFERENCE: Not applicable

RECOMMENDATION: That the City Council **CONFIRM** the appointment of Richard Patton to the Parks and Recreation Board Position 3.

ATTACHMENTS:

- A. Application from Mr. Richard Patton
- B. Application from Mr. Ed Poquette
- C. Application from Ms. Donna Ray

CONSENT ITEM 8c

ATTACHMENT A

From: [Pat Adams](#)
To: [Denise Johns](#); [Mike Johnson](#)
Subject: FW: Online Form Submittal: Advisory Board Application
Date: Wednesday, June 22, 2016 12:51:50 PM

FYI

From: noreply@civicplus.com [mailto:noreply@civicplus.com]
Sent: Tuesday, June 21, 2016 3:57 PM
To: Pat Adams; Torchie Corey
Subject: Online Form Submittal: Advisory Board Application

If you are having problems viewing this HTML email, click to view a [Text version](#).

Application for which Board:* [Parks and Recreation Board V]
Name:* Richard Patton
Address:* 1202 Smithson Place

City Resident: ☒ Yes ☐ No How long? 24 years

Please list any previous City appointments or offices:

Currently on the Parks ADHOC Naming Committee

Other Community affiliations or activities you feel would be a benefit to this position:

Chair for Skagit Valley College's Parks Law Enforcement Academy Advisory Board.

Why are you interested in serving on this advisory board?

Parks are very near and dear to my family's heart. I grew up in parks. I've lived in parks. We vacation in parks. I have worked in the park industry since 1985. I love our City Parks. My wife and I visit them often on our walks throughout our town. We have volunteered in the parks clean up days the past two years. Creating, maintaining and preserving our parks and open spaces is vital to the community, because outdoor recreation draws families, friends and the community together. I would like the opportunity to assist the city staff by sharing my experience to help make the best decisions possible for cost effective, low maintenance, attractive, fun parks and open spaces.

What talents or experience would you bring to the position?

I have been employed with Snohomish County Parks since 1985. I started as a Seasonal Park Aide that summer. I became a Park Ranger in 1986 and worked two summers in that role. I attended and graduated from the Snohomish County Sheriff's Reserve Deputy Academy in 1986. I became a full time Specially Commissioned Park Ranger in 1987 and worked in that role for 19 years. During that time I lived onsite as the resident ranger/caretaker at Meadowdale Beach Park (4.5 years); Centennial Trail (1103 Maple Avenue.. 6 years as the first Park Ranger for the trail) and Lord Hill Park (3 years) I have been the Park Operations Supervisor / Chief Ranger for the County Parks since 2006. I have been involved in Park design, maintenance and operation in various aspects throughout my career in parks. I also have been certified in the past as a Certified Playground Safety Inspector.

What are your primary interests in City Government and City Services?

I have a passion for open spaces and parks. I know that the City has finite resources to develop and maintain parks. I would like to be an advocate for the city to help educate the citizens of the need for parks and how the city can effectively manage our parks with limited funding and staffing levels through innovations. I have a positive "Can-Do" attitude, believe that the city's staff does want to provide exceptional service to its citizens.

Please relate any special goals you may have for the City:

Any other comments or information you wish to provide for Mayor and Council consideration:

I am an avid recreationalist. I bicycle, I hike, I mountain climb, I am a photographer. I prefer to be outside and explore. I have many years of experience in working in parks. If selected for the board, I will do my best to advise when needed, and work really hard not to say "In the County, we do it this way" :) Thank you for your consideration of my application.

CONSENT ITEM 8c

Richard J. Patton
Signature:*
June 21, 2016
Date:

* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:
<http://www.snohomishwa.gov/Admin/FormHistory.aspx?SID=385>

The following form was submitted via your website: Advisory Board Application

Application for which Board:: Parks and Recreation Board

Name:: Richard Patton

Address:: 1202 Smithson Place

City Resident:: Yes

How long?: 24 years

Please list any previous City appointments or offices:: Currently on the Parks ADHOC
Naming Committee

Other Community affiliations or activities you feel would be a benefit to this position:: Chair
for Skagit Valley College's Parks Law Enforcement Academy Advisory Board.

Why are you interested in serving on this advisory board?: Parks are very near and dear to my family's heart. I grew up in parks. I've lived in parks. We vacation in parks. I have worked in the park industry since 1985. I love our City Parks. My wife and I visit them often on our walks throughout our town. We have volunteered in the parks clean up days the past two years. Creating, maintaining and preserving our parks and open spaces is vital to the community, because outdoor recreation draws families, friends and the community together. I would like the opportunity to assist the city staff by sharing my experience to help make the best decisions possible for cost effective, low maintenance, attractive, fun parks and open spaces.

What talents or experience would you bring to the position?: I have been employed with Snohomish County Parks since 1985. I started as a Seasonal Park Aide that summer. I became a Park Ranger in 1986 and worked two summers in that role. I attended and graduated from the Snohomish County Sheriff's Reserve Deputy Academy in 1986. I became a full time

CONSENT ITEM 8c

Specially Commissioned Park Ranger in 1987 and worked in that role for 19 years. During that time I lived onsite as the resident ranger/caretaker at Meadowdale Beach Park (4.5 years); Centennial Trail (1103 Maple Avenue.. 6 years as the first Park Ranger for the trail) and Lord Hill Park (3 years) I have been the Park Operations Supervisor / Chief Ranger for the County Parks since 2006. I have been involved in Park design, maintenance and operation in various aspects throughout my career in parks. I also have been certified in the past as a Certified Playground Safety Inspector.

What are your primary interests in City Government and City Services?: I have a passion for open spaces and parks. I know that the City has finite resources to develop and maintain parks. I would like to be an advocate for the city to help educate the citizens of the need for parks and how the city can effectively manage our parks with limited funding and staffing levels through innovations. I have a positive "Can-Do" attitude, believe that the city's staff does want to provide exceptional service to its citizens.

Please relate any special goals you may have for the City::

Any other comments or information you wish to provide for Mayor and Council consideration:: I am an avid recreationalist. I bicycle, I hike, I mountain climb, I am a photographer. I prefer to be outside and explore. I have many years of experience in working in parks. If selected for the board, I will do my best to advise when needed, and work really hard not to say "In the County, we do it this way" :)
Thank you for your consideration of my application.

Signature:: Richard J. Patton

Date:: June 21, 2016

Additional Information:

Form submitted on: 6/21/2016 3:56:31 PM

Submitted from IP Address: 207.183.1.30

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.snohomishwa.gov/Forms.aspx?FID=64>

CONSENT ITEM 8c

ATTACHMENT B

From: [Pat Adams](#)
To: [Steve Schuller](#); [Denise Johns](#); [Mike Johnson](#)
Subject: FW: Online Form Submittal: Advisory Board Application
Date: Friday, June 03, 2016 9:14:29 AM

FYI

From: noreply@civicplus.com [mailto:noreply@civicplus.com]
Sent: Friday, June 03, 2016 7:54 AM
To: Pat Adams; Torchie Corey
Subject: Online Form Submittal: Advisory Board Application

If you are having problems viewing this HTML email, click to view a [Text version](#).

Advisory Board Application

Application for which Board:* [Parks and Recreation Board V]
Name:* Ed Poquette
Address:* 5402 93rd Dr. SE

City Resident:

☒ Yes ☐ No How long? City UGA 12 years

Please list any previous City appointments or offices:

Currently on the Design Review Board, Past President of Historic Downtown Snohomish, Past President of Snohomish Garden Club,

Other Community affiliations or activities you feel would be a benefit to this position:

Member of Snohomish Garden Club, President and board member Snohomish Parks Foundation, Retired Landscape Designer with many years previously as a Director of Facilities management taking care of lands and buildings for AAA.

Why are you interested in serving on this advisory board?

I think my attendance and participation with this board will be a positive addition to continue the fine work this board does with the city staff and advising council to help promote, upgrade and maintain the city's parks.

What talents or experience would you bring to the position?

My landscape design and gardening background are a good fit as are my years of work as a facilities director. I have years of experience on non profit and professional boards, often in officer positions. I have been attending many of the Parks Board and Recreation meetings over the last few years and I'm familiar with the work they do.

What are your primary interests in City Government and City Services?

To work positively with other people on the board, in the city, with city staff, and council to promote, preserve, and protect the City of Snohomish, its people, way of life, parks and history.

Please relate any special goals you may have for the City:

Its important that the City and City Council provides enough funds and resources (or finds them elsewhere) to promote, maintain, preserve its existing parks.

Any other comments or information you wish to provide for Mayor and Council consideration:

I've worked with various groups, city staff & council, over the past 12 years. My addition to the Parks and Recreation board will be a positive addition to the board and will increase my ability to serve the city of Snohomish.

Ed Poquette

Signature:*

6/3/2016

Date:

* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:

CONSENT ITEM 8c

<http://www.ci.snohomish.wa.us/Admin/FormHistory.aspx?SID=376>

The following form was submitted via your website: Advisory Board Application

Application for which Board:: Parks and Recreation Board

Name:: Ed Poquette

Address:: 5402 93rd Dr. SE

City Resident:: Yes

How long?: City UGA 12 years

Please list any previous City appointments or offices:: Currently on the Design Review Board, Past President of Historic Downtown Snohomish, Past President of Snohomish Garden Club,

Other Community affiliations or activities you feel would be a benefit to this position:: Member of Snohomish Garden Club, President and board member Snohomish Parks Foundation, Retired Landscape Designer with many years previously as a Director of Facilities management taking care of lands and buildings for AAA.

Why are you interested in serving on this advisory board?: I think my attendance and participation with this board will be a positive addition to continue the fine work this board does with the city staff and advising council to help promote, upgrade and maintain the city's parks.

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Please relate any special goals you may have for the City:: Its important that the City and City Council provides enough funds and resources (or finds them elsewhere) to promote, maintain, preserve its existing parks.

CONSENT ITEM 8c

Any other comments or information you wish to provide for Mayor and Council consideration:: I've worked with various groups, city staff & council, over the past 12 years. My addition to the Parks and Recreation board will be a positive addition to the board and will increase my ability to serve the city of Snohomish.

Signature:: Ed Poquette

Date:: 6/3/2016

Additional Information:

Form submitted on: 6/3/2016 7:54:17 AM

Submitted from IP Address: 73.193.54.167

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.ci.snohomish.wa.us/Forms.aspx?FID=64>

CONSENT ITEM 8c

ATTACHMENT C

From: [Pat Adams](#)
To: [Steve Schuller](#); [Mike Johnson](#); [Denise Johns](#)
Subject: FW: Online Form Submittal: Advisory Board Application
Date: Friday, June 03, 2016 12:38:25 PM

FYI

From: noreply@civicplus.com [mailto:noreply@civicplus.com]
Sent: Friday, June 03, 2016 12:37 PM
To: Pat Adams; Torchie Corey
Subject: Online Form Submittal: Advisory Board Application

If you are having problems viewing this HTML email, click to view a [Text version](#).

Advisory Board Application

Application for which Board:* [Parks and Recreation Board V]
Name:* Donna Ray
Address:* 728 Mill Ave., Snohomish, WA 98290

City Resident: ☒ Yes ☐ No How long? 11 years

Please list any previous City appointments or offices:

Other Community affiliations or activities you feel would be a benefit to this position:

Current Morgantown Neighborhood Crimewatch Co-Captain and community organizer Past Homeowners Association President and Treasurer 2000 to 2005 Certified Organic Gardener

Why are you interested in serving on this advisory board?

I am interested in conservation and believe in the importance of parks and green spaces. As development becomes more congested I believe that maintaining and expanding our green spaces is becoming ever more critical. I enjoy community service and being part of processes that affect the direction of city policies and growth. I am also very interested in the responsible sustainable management of our parks and being part of the effort to maintain them into the future.

What talents or experience would you bring to the position?

Leadership Education/Training Certified Organic Gardener and backyard gardening hobbyist for 40 years. Plays well with others Community Building

What are your primary interests in City Government and City Services?

Outreach, Education, Conservation

Please relate any special goals you may have for the City:

Expand community understanding of importance of sustainability and conservation in relation to our open green spaces Grow community connection between areas of the city.

Any other comments or information you wish to provide for Mayor and Council consideration:

I have enjoyed my experience organizing Morgantown's Crimewatch and watching our community's crime rate decline and neighbor to neighbor connection grow. Providing education opportunities for our residents related to disaster planning and safety have been very rewarding and have benefited the community as a whole. I have not been as connected to City long term goals as I would like and hope that an appointment to this board would enhance that connection.

Donna Ray

Signature:*

6/3/16

Date:

* indicates required fields.

View any uploaded files by signing in and then proceeding to the link below:

CONSENT ITEM 8c

<http://www.ci.snohomish.wa.us/Admin/FormHistory.aspx?SID=377>

The following form was submitted via your website: Advisory Board Application

Application for which Board:: Parks and Recreation Board

Name:: Donna Ray

Address:: 728 Mill Ave., Snohomish, WA 98290

City Resident:: Yes

How long?: 11 years

Please list any previous City appointments or offices::

Other Community affiliations or activities you feel would be a benefit to this position::

Current Morgantown Neighborhood Crimewatch Co-Captain and community organizer

Past Homeowners Association President and Treasurer 2000 to 2005

Certified Organic Gardener

Why are you interested in serving on this advisory board?: I am interested in conservation and believe in the importance of parks and green spaces. As development becomes more congested I believe that maintaining and expanding our green spaces is becoming ever more critical. I enjoy community service and being part of processes that affect the direction of city policies and growth. I am also very interested in the responsible sustainable management of our parks and being part of the effort to maintain them into the future.

What talents or experience would you bring to the position?: Leadership

Education/Training

Certified Organic Gardener and backyard gardening hobbyist for 40 years.

Plays well with others

Community Building

What are your primary interests in City Government and City Services?: Outreach, Education, Conservation

Please relate any special goals you may have for the City:: Expand community understanding of importance of sustainability and conservation in relation to our open green spaces
Grow community connection between areas of the city.

CONSENT ITEM 8c

Any other comments or information you wish to provide for Mayor and Council consideration:: I have enjoyed my experience organizing Morgantown's Crimewatch and watching our community's crime rate decline and neighbor to neighbor connection grow. Providing education opportunities for our residents related to disaster planning and safety have been very rewarding and have benefited the community as a whole. I have not been as connected to City long term goals as I would like and hope that an appointment to this board would enhance that connection.

Signature:: Donna Ray

Date:: 6/3/16

CONSENT ITEM 8d

Date: August 16, 2016
To: City Council
From: Karen Guzak, Mayor
Subject: **Appointment of Donna Ray to the Public Safety Commission**

I am pleased to nominate Donna Ray to the Public Safety Commission. She will be assuming position 2 which was vacated by Michael Thompson.

Donna Ray has been a resident of the City of Snohomish for eleven years. Her priority is to reduce crime and increase public safety, specifically expanding crime watch programs. Donna is the founder and co-captain of the Morgantown Crime Watch group which consists of approximately 125 homes. She provides ongoing leadership to the group, continues to work on expanding neighborhood participation and has helped establish future programs related to disaster planning and community events.

Donna has served on community Home Owner Association boards as President and Treasurer.

Apart from residency within the City or its urban growth area, no qualifications for appointment are required. Section 2.16.020 of the Snohomish Municipal Code states that the Mayor shall strive to maintain a diverse representation of membership.

Mayoral appointments to citizen advisory boards require confirmation by the City Council.

STRATEGIC PLAN REFERENCE: Not Applicable

RECOMMENDATION: That the City Council **CONFIRM** the Appointment of Donna Ray to the Public Safety Commission, Position 2 for a four-year term.

ATTACHMENT: Donna Ray's application for Public Safety Commission

CONSENT ITEM 8d

The following form was submitted via your website: Advisory Board Application

Application for which Board: Public Safety Commission

Name: Donna Ray

Address: 728 Mill Ave, Snohomish

Home Phone: [REDACTED]

Cell: [REDACTED]

Work #: [REDACTED]

e-mail: [REDACTED]

City Resident: Yes

How long? 11 yrs

Please list any previous City appointments or offices: None

Other Community affiliations or activities you feel would be a benefit to this position:

Founder and current co-captain Morgantown Neighborhood Crimewatch

Why are you interested in serving on this advisory board?

I am generally interested in serving at a higher level within the City of Snohomish government. I am interested in the general goals of reducing crime and increasing public safety. Specifically I am interested in efforts to expand crime watch within the city of Snohomish.

What talents or experience would you bring to the position?

Community Building - organizing communities around a common goal and interests. Started and maintain Morgantown Crime watch consisting of approximately 125 homes. Focus on ways to provide common ground for communities to come together.

Leadership - Have served on community boards HOA boards in the past as President and Treasurer. Founder and co-captain of Morgantown Neighborhood Crime Watch. Provide ongoing leadership to the organization helping establish future programs such as disaster planning and community events.

Project Management - experienced with leading cross functional teams to achieve common goals and outcomes.

Communication - strong communicator in verbal and written areas.

CONSENT ITEM 8d

What are your primary interests in City Government and City Services?

My primary interest is in serving in a larger capacity within the city government specifically related to efforts to expand neighborhood crime watch and disaster planning.

Please relate any special goals you may have for the City:

Increase participation in neighborhood crime watch to help address increasing crime within our city. Morgantown has experienced an 88% decrease in 911 calls from 2010 to 2015. Our membership has increased by 75% during that same period.

Increase participation in disaster planning through programs such as map your neighborhood.

Increase community connection via the two programs above.

Any other comments or information you wish to provide for Mayor and Council consideration:

I am passionate about our city and my neighborhood. I believe that there are ways to increase community connection through non political ways that provide common ground for people to come together. Crime watch and disaster planning are great vehicles for this effort. I hope that my skills and experience can be used towards these goals.

Signature: Donna Ray

Date: 7/8/16

Additional Information:

Form submitted on: 7/8/2016 12:52:40 PM

Submitted from IP Address: 206.165.30.62 Referrer Page: No Referrer - Direct Link Form

Address: <http://www.snohomishwa.gov/Forms.aspx?FID=64>

CONSENT ITEM 8d

CONSENT ITEM 8e

Date: August 16, 2016
To: City Council
From: Debbie Emge, Economic Development Manager
Subject: **Appoint Lodging Tax Advisory Committee**

On August 4, 1998, the City Council adopted Ordinance 1876, which authorized the formation of the Lodging Tax Advisory Committee (LTAC). The Lodging Tax Advisory Committee is charged with the review and recommendation to the City Council of changes and expenditures associated with Hotel/Motel Tax revenues. Expenditures of the Hotel/Motel Tax are limited to promoting tourism.

The LTAC is required to be comprised of at least five members: two members representing businesses that “collect” the tax; two members representing organizations that “use” the tax; and a City Councilmember, who will act as the Committee’s chair. Appointments are for one year. The Mayor is submitting the following appointments: Councilmember Michael Rohrscheib as Chair, Larry Countryman, Countryman Bed & Breakfast (payer), Alina Williams, Snohomish Inn (payer), Chris Gee, president of Snohomish Historical Society (user) and Fredric Gibbs, president Historic Downtown Snohomish (user).

The City Council’s goals for the use of Lodging Tax Funds have been to provide a balanced tourism program supporting day trips and overnight stays, and marketing opportunities.

The 2017 budget is preliminarily anticipating \$10,000 available for grant funding. The request for funding applications will be due on September 15, 2016. The LTAC committee will meet on September 22, 2016 to review applications and the recommended funding will be returned to the City Council for approval on October 4, 2016.

STRATEGIC PLAN REFERENCE: Initiative #7: Strengthen the City’s attractiveness as a regional destination

RECOMMENDATIONS: That the City Council **APPOINT** a Lodging Tax Advisory Committee.

ATTACHMENT: 2017 Hotel/Motel Funding Application

CONSENT ITEM 8e



REQUEST FOR FUNDING Activities to increase Tourism in Snohomish

General:

The City Council of the City of Snohomish Washington is seeking Request for Funding (Requests) from those agencies and groups actively engaged in the promotion and enhancement of tourism in the City of Snohomish during calendar year 2017.

Project Description:

Activities which will be considered eligible for assistance include, but are not limited to, those that increase tourism by advertising, publicizing and distribution of information for the purpose of attracting and welcoming tourists; develop strategies to expand tourism, operate tourism promotion agencies; construct tourism-related facilities, and fund and market events and festivals designed to attract tourists.

The expected outcome of such activities is to increase economic activity in the City of Snohomish during the year 2017 through overnight lodging of tourists, providing meals, the sale of gifts, souvenirs and other items, and constructing of tourism-related facilities. This is to be in line with the Snohomish City Council's economic goal and objective of "Promoting the City as a Tourist Destination".

Each application is to develop and outline a project, which meets these requirements and provides an economic benefit to the City of Snohomish. The specific amount of the applicant's request is open, to be defined by the application. As a recommendation, the application may wish to define alternate levels of funding, indicating as their first priority the maximum amount desired and, as a second priority, the minimum acceptable amount. Some definition of the differences in the level of services to be provided under the two priorities should be included. The establishment of alternate funding levels will allow the City Council some latitude in approving projects without the necessity of rejecting one or more projects due to a potential lack of funds.

Specific questions are included in the attached response form to assist the applicant in delineating those matters which are of concern to the City Council and which will be part of the selecting criteria.

CONSENT ITEM 8e

Each project should be submitted as separate documents, thereby allowing for clear understanding of each project.

Schedule of Request for Funding Events:

Following is the proposed schedule for the Requests (Note: Specific dates may be adjusted to meet unexpected circumstances):

Publicize	Aug 17-Sept. 15, 2016
Request package available online or for pickup	Aug 17-Sept. 15, 2016
Request response to be submitted	September 15, 2016 by 4pm
Lodging Tax Advisory Committee review of requests	September 22, 2016 at 6pm
Committee recommendations to Council for review	October 4, 2016
Date work may initiate	January 1, 2017
Work to be completed by	December 31, 2017
Final reports to City staff	3 rd or 4 th Quarter, 2017

Project Management:

The City of Snohomish Economic Development office will act as coordinator of the Request process, issuing the Request, responding to applicant questions, and notifying applicants as appropriate. Requests must be submitted to the Economic Development Manager, City of Snohomish, 116 Union, Snohomish, WA, 98290 by **4:00 p.m. on September 15, 2016**. Postmarks are NOT acceptable. The City of Snohomish will request a final report of return on investments for allocated funds.

Requests for Funding received after that date will not be accepted or considered.

Selection Process:

Each application will be reviewed by the Lodging Tax Advisory Committee (LTAC) for eligible activities, the effectiveness of its proposed projects in meeting the expected outcomes, need and funding requirements. LTAC will request all of the applicants to make an oral presentation to them in order for them to more fully understand the proposed project. The Project Evaluation Criteria (page 8) will be used as a guide in assisting the LTAC in their evaluation of the individual requests. However, regardless of the methods employed by the LTAC, their recommendation will not be subject to review or challenge by the applicant. Those recommendations may be adopted or amended by the City Council without further notice.

Other Information:

Payment: Payment is provided as a reimbursement of approved expenses.

Requests Submittal:

Please deliver the request response and copies of any additional attachments to:
Economic Development Manager

CONSENT ITEM 8e

City of Snohomish
116 Union
Snohomish, WA 98290

Emailed Requests will be accepted at emge@snohomishwa.gov but must be received prior to **4pm on Sept. 15, 2016.**

CONSENT ITEM 8e

REQUEST APPLICATION

1. Name and Address of Applicant (Organization)

Website Address: _____

Agency Tax ID #: _____ UBI #: _____

2. Contact Person:

Name: _____ Phone: _____

E-mail: _____

3. Description of Activity:

Will there be an admission charge for this activity? Yes ____ No ____ If so, how much? _____

4. Proposed Funding:

Can you operate this project with reduced funding if you aren't awarded the full request?

Yes ____ No ____

If yes, list priorities:

Priority 1 – full funding \$ _____

Priority 2 – partial funding (no less than) \$ _____

CONSENT ITEM 8e

5. Continuing/New Activity:

Is this a new _____ or continuing _____ activity?

If continuing, last year's City funding received. \$ _____

Do you expect it to be an annual activity, requiring regular and continued funding?

Yes _____ No _____

6. Benefits to City Tourism:

Thoroughly define and quantify the expected results of the activity described in question 3, above. Describe how this activity attracts, serves and facilitates tourism in the City of Snohomish? For example: Does it lodge or feed tourists; promote tourism; provide for the sale of gifts, souvenirs or other items, or provide programs & entertainment for tourism and how? Does it provide some other short or long-range economic benefit please define? Fully describe how you will evaluate the success of the project. For example: number of attendees, number of overnight stays generated, etc.

7. Time Frame

What is your anticipated time for accomplishing this project? Is it a seasonal activity appropriate to its location? If an outdoor activity, are there any weather related constraints?

8. Lodging Partner:

Does your proposed activity require overnight lodging? If so have you contacted a City of Snohomish lodging establishment about your project? Please indicate which establishment(s) you have contacted.

9. Other Comments:

Use this space to inform the Committee of any other information that would be relevant in granting your application.

CONSENT ITEM 8e

**CITY OF SNOHOMISH
REQUEST BUDGET
(For this Request only. Not for entire agency)**

INCOME:

If you are anticipating receiving partial funding for this activity from another source, please list the source, approximate amount, and the status of funding. Are you seeking hotel/motel taxes from other sources?

Amount	Source	Projected or confirmed date (If projected, date funds are anticipated)
\$ _____		
\$ _____		
\$ _____		
Total Income: \$ _____		

EXPENSE:

ACTIVITY	FUNDS FROM CITY OF SNOHOMISH	OTHER FUNDS	TOTAL
Personnel (salaries & benefits)	\$ _____	\$ _____	\$ _____
Administration (office expense)	\$ _____	\$ _____	\$ _____
Marketing/promotion	\$ _____	\$ _____	\$ _____
Travel	\$ _____	\$ _____	\$ _____
Consultants (specify below)	\$ _____	\$ _____	\$ _____
Construction	\$ _____	\$ _____	\$ _____
Other activities (specify below)	\$ _____	\$ _____	\$ _____
TOTAL COSTS:	\$ _____	\$ _____	\$ _____

CONSENT ITEM 8e

Priority 1 (full) funding \$_____ Priority 2 (partial funding) \$_____

Describe any budget items unspecified above and explain the differences in the amount listed as funding priorities 1 and 2:

The applicant hereby certifies and affirms: 1. That it does not now, nor will it during the performance of any contract arising from this application, unlawfully discriminate against any employee, applicant for employment, client, customer, or other person who might benefit from said contract, by reason of age, race, color, ethnicity, sex, religion, creed, place of birth, or degree of handicap: 2. That it will abide by all relevant local, state and federal laws and regulations and 3. That it has read the information contained in pages 1, 2 and 3 and understands and will comply with all provisions thereof.

Certified By: (signature): _____

(Print or type name): _____

Title: _____

Date: _____

PROJECT EVALUATION CRITERIA

1. **Impact:** What is the expected economic impact of this project? What are the projected direct and indirect dollar expenditures by visitors? The estimated number of visits and/or overnight stays generated? Attendance, audience, or number served? Projects that promote tourism during the off season (January-May and September –December) will be given special consideration.
2. **Tourism promotion:** Fully describe how you will advertise, publicize, or otherwise distribute information regarding your project. Discuss the cost of the promotional campaign, use of professional and in-kind services, types and quantities of promotional materials, numbers of media ads to be placed, media outlets to be used, the market you intend to reach and other specifics directly associated with publicizing your project or event, targeting new audiences, and expanding tourism.
3. **Evidence of partnerships:** What kind and degree of partnership does the project exhibit? Volunteer involvement, inter-jurisdictional, corporate, business and/or civic organization support? Have you collaborated with a lodging facility in the City of Snohomish?
4. **Degree of match:** Is the financial need reflected in a realistic budget? What is the percentage of matching resources? The degree of match (as demonstrated through other sources of cash, donations and in-kind contributions of materials, staff and volunteer time) is one measure of a project's potential success.
5. **Management capability:** How have you demonstrated an ability to successfully complete the project through effective business practices in the areas of finance, administration, marketing, and production? What are the administrative credentials of paid or volunteer staff or individuals?
6. **Evaluation:** In the scope of work, did you provide for a method of evaluating the proposed project upon completion?
7. **Scale of project:** Is the project of a scale suitable for this funding program?